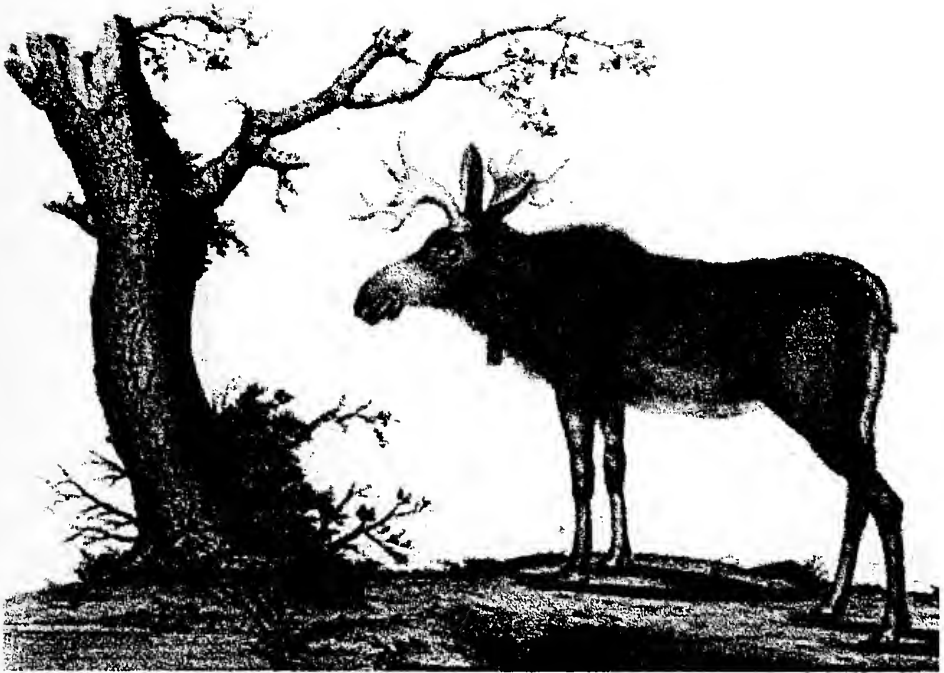


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# ANNUAL REPORT 1997



**TOWN OF  
ALBANY  
NEW HAMPSHIRE**



1997 Annual Report

# ANNUAL REPORT

of the  
Officers of the Town  
of

# ALBANY

NEW HAMPSHIRE



for the fiscal year ending December 31

# 1997



# TABLE OF CONTENTS

LIST OF TOWN OFFICERS .....	1
SELECTMEN'S REPORT .....	2
1998 WARRANT .....	3
SUMMARY OF 1997 TOWN MEETING .....	8
1998 BUDGET .....	14
1997 SUMMARY OF INVENTORY .....	20
1997 TAX RATE .....	21
YIELD TAX ACCOUNT .....	21
TREASURER'S REPORT .....	22
TOWN CLERK'S REPORT .....	24
TAX COLLECTOR'S REPORT .....	25
SUMMARY OF TAX SALES ACCOUNT .....	27
AUDITOR'S REPORT .....	28
TOWN AUDITOR'S REPORT .....	48
INTERIM AUDITOR'S REPORT .....	49
TRUSTEE OF TRUST FUNDS REPORT .....	51
SUMMARY OF PAYMENTS .....	52
SCHEDULE OF TOWN PROPERTY .....	56
PLANNING BOARD REPORT .....	57
NORTH COUNTRY COUNCIL REPORT .....	58
REVENUE FROM STATE AND FEDERAL FORESTS LANDS .....	60
FIRE WARDEN'S REPORT .....	61
CEMETERY COMMITTEE REPORT .....	62
LAURA JOHNSON PIERCE SCHOLARSHIP FUND REPORT .....	63
ALBANY CIVIC GROUP TREASURER'S REPORT .....	64
ALBANY HISTORICAL SOCIETY REPORT .....	65
CHAPEL COMMISSION REPORT .....	66
MOUNT WASHINGTON VALLEY ECONOMIC COUNCIL .....	67
VITAL STATISTICS .....	68
ALBANY SCHOOL DISTRICT REPORT .....	69

## TOWN OFFICERS

OFFICE		TERM EXPIRES
MODERATOR (TWO YEAR TERM)	STEPHEN KNOX	1998
SELECTMEN (THREE YEAR TERM)	BRIAN TAYLOR (Resigned)	2000
	MARY I. LEAVITT (Appointed)	1998
	RICHARD ANDERSEN	1999
	THOMAS BARBOUR	1998
TOWN CLERK/ TAX COLLECTOR (THREE YEAR TERM)	SHARON KEEFE	2000
TREASURER (THREE YEAR TERM)	SANDRA VIZARD	2000
ROAD AGENT (THREE YEAR TERM)	NOAH COLEMAN (Appointed)	1998
CEMETERY TRUSTEES (THREE YEAR TERMS)	ANN CROTO	2000
	MARY LEAVITT	1999
	ROBERT LEONARD	1998
TRUSTEES OF TRUST FUNDS (THREE YEAR TERMS)	MARY LEAVITT (Resigned)	2000
	ELAINE WALES (Appointed)	1998
	RITA WELLS	1999
	ANN CROTO (Appointed)	1998
SUPERVISORS OF CHECKLIST (SIX YEAR TERMS)	CHARLOTTE JONES	2003
	BERTIL BACKMAN	2002
	MAXINE MCKENZIE	1998
AUDITORS	VACHON, CLUKAY & CO (Appointed)	1998
	Ed Mckenzie.	

## SELECTMEN'S REPORT

### 1997

Another year has passed without seeing the resolution to the three law suits pending in Superior Court. The "Beach Committee" has been working diligently to solve the right-of-way problem at Iona Lake; the Lake vs Town of Albany suit has yet to go to court; and the Martinello 1995 property tax abatement suit is scheduled to go to court in early 1998.

The Federal Government instituted a "User Fee" program for the White Mountain National Forest which has caused a general outcry by the Public. In fact, we thought there might be another "Boston Tea Party". The Host towns, such as Albany, have lost revenues due to this new program. Albany was hard hit, losing over \$7000.00. Ann and Frank Wolfe have been working closely with neighboring towns and with the North Country Council to find a solution to this problem.

Another problem this year was the invasion of beavers on High Street. After eight to ten weeks worth of work and a lot of highway budget dollars, this problem sees to be under control.

Mary Leavitt was appointed to the vacant selectman's position when Brian Taylor resigned. She has done an excellent job and is to be commended for her efforts on behalf of the Town.

Respectfully submitted,

Thomas Barbour, Chairman



## 1998 WARRANT

To the inhabitants of the Town of Albany, County of Carroll, State of New Hampshire, qualified to vote in Town affairs:

You are hereby notified to meet at the Town Hall in Albany, New Hampshire, on Tuesday, March 10, 1998 at 10 o'clock in the forenoon to act upon the following subjects hereinafter set forth. Voting on Article 1 will be by official ballot and the polls shall be open for balloting at 10 o'clock in the forenoon or as soon thereafter as the Moderator calls the meeting to order and declares a quorum present and not close before 6 o'clock in the evening. The remaining articles of the Warrant shall be acted upon at 7:30 o'clock in the evening or at the closing of the school meeting or the closing of the polls if the meeting shall vote to keep the polls open to a later hour.

**Article 1.** To elect all necessary officials.

**Article 2.** To see if the Town will vote to accept the recommendations of the committee as presented or as may be amended, concerning the setting of Town Clerk/Tax Collector salary and hours beginning January 1, 1998; in summary, such annual gross salary to be \$18,600.00, conditional on the provision of services on a minimal twenty-five hour week basis.

**Article 3.** To see if the Town will vote to raise and appropriate the sum of three hundred fifty-one thousand seven hundred and ninety-eight dollars (\$351,798.00) for the municipal operating budget for the ensuing year. (See page 15 for budget break down).  
[Recommended by the Selectmen]

**Article 4.** To see if the Town will vote to revoke any and all authority that the 1997 town meeting conferred upon the Lake Iona Right of Way Committee to prosecute litigation against William and Judy Wilbur, residents of Albany, in order to acquire municipal access to Lake Iona over the Wilburs' property.

Agreeable to a petition signed by Elizabeth Davies et al.

[Not recommended by the Selectmen]



**Article 5.** To see if the Town will vote to accept the offer, made by William and Judy Wilbur, to sell to the Town a deeded right of way granting municipal access to Lake Iona, over the Wilbur property, said offer being made upon the following terms:

- a. payment of \$26,000.00 to the Wilburs;
- b. construction of a wooden, eight-foot high stockade fence (paid for by the town) on the border between the “path”, so-called, and the currently existing trees and vegetation that separate the “path” from the Wilburs’ house on the property;
- c. the deed of easement from the Wilburs to the Town shall contain the following restrictive covenants, that shall be deemed to run with the land:
  - (1) no trees shall be cut within the easement without the consent of the Wilburs, their heirs, successors and assigns;
  - (2) no improvements shall be made to the pathway, to include addition of gravel;
  - (3) no snow plowing shall occur on the pathway;
  - (4) the Town shall maintain trash cans and portable outhouses on the “beach”, and shall be responsible for the maintenance and sanitary conditions of same;
  - (5) the public’s use shall be limited to the hours of 7:00 A.M. to 9:00 P.M.
  - (6) the Town shall abide by all state, local and federal laws and regulations regarding uses along water and shoreline frontage; and,
  - (7) other than those improvements specifically described herein, no improvements shall be made to the easement area whatsoever.
- d. the Town shall pay for and all necessary surveying costs, State of New Hampshire transfer taxes, and recording fees; and,
- e. voluntary dismissal with prejudice, by both the Town and the Wilbur, of the litigation pending in Carroll County Superior Court, Docket #97-E-0086.

Agreeable to a petition signed by Elizabeth Davies et al.

[Recommended by the Selectmen]

**Article 6.** To see if the Town approves of the Iona Lake Right of Way Committee's efforts to implement Article 5 of the 1997 Warrant which raised money "...for the purpose of confirming the public's legal access to Iona Lake from Route 16..." by both (1) attempting to negotiate an acceptable settlement agreement with Mr. and Mrs. William Wilbur which would, among other things, confirm the public's access across a portion of the Wilbur property and the use of the so called "Town Beach"; and at the same time, (2) continuing the legal action which has been filed in Superior Court in the name of the Town of Albany against Mr. and Mrs. Wilbur seeking an appropriate court order confirming the public's access across a portion of the Wilbur property and the use of the so called "Town Beach".

Further to authorize the Iona Lake Right of Way Committee to expend any and all unexpended funds from last year's appropriation of \$12,000 for the purpose of carrying out (1) and/or (2) above.

[Not recommended by the Selectmen]

**Article 7.** To see if the Town will vote to raise and appropriate the sum of \$25,000.00 to be added to the Highway Reconstruction Capital Reserve.

[Recommended by the Selectmen]

**Article 8.** To see if the Town will vote to raise and appropriate the sum of \$5,000.00 to be added to the Revaluation Capital Reserve.

[Recommended by the Selectmen]

**Article 9.** To see if the Town will vote to raise and appropriate the sum of \$9,500.00 for the purpose of resealing roads. The resealing to be performed prior to October 15, 1998.

[Recommended by the Selectmen]

**Article 10.** To see if the Town will vote to raise and appropriate the sum of \$100.00 to be placed in the Chapel Capital Reserve Fund. This sum of money was donated to the Town of Albany in 1997 for this stated purpose.

[Recommended by the Selectmen]

**Article 11.** To see if the Town will vote to raise and appropriate the sum of \$100.00 for the purchase of 2 new tables for the Town Hall. These items will be used at events that benefit the town, as well as by groups paying a fee for the use of the Town Hall.

Agreeable to a petition signed by Dianne Leonard et al

{Recommended by the Selectmen}

**Article 12.** To see if the Town will vote to raise and appropriate the sum of \$560.00 for the purpose of replacement dishes for the kitchen. These items will be used at events that benefit the town.

Agreeable to a petition signed by Dianne Leonard et al

[Recommended by the Selectmen]

**Article 13.** To see if the Town will vote to raise and appropriate the sum of \$750.00 for the purpose of building and installing a new section of cabinetry in the kitchen at the Town Hall.

[Recommended by the Selectmen]

**Article 14.** To see if the Town will vote to raise and appropriate the sum of \$1814.00 for the support of the non-profit Valley Vision, Inc. Said funds to be used for the operation and equipment needs of the "PUBLIC EDUCATIONAL/GOVERNMENTAL (PEG) channel.

Agreeable to a petition signed by Joshua Knox et al

[Not recommended by the Selectmen]

**Article 15.** To see if the Town will vote to raise and appropriate the sum of \$6,910.00 for the purchase of the New Hampshire Town Municipal package which includes the software and hardware for the Town Clerk Tax Collectors office.

[Not recommended by the Selectmen]

**Article 16.** To see if the Town will vote to allow the Selectmen to borrow money in anticipation of taxes from March 1998 Town Meeting until March 1999 Town Meeting.

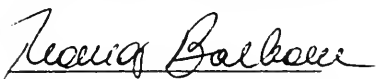
[Recommended by the Selectmen]

**Article 17.** To see if the Town will vote to authorize the Selectmen on behalf of the Town of Albany, New Hampshire, to accept gifts and/or Federal or State Aid in the name of Albany, New Hampshire, applied for, and to receive and expend them in accordance with the purposes thereof.  
[Recommended by the Selectmen]

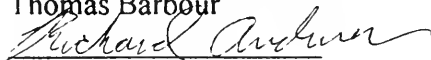
**Article 18.** To see if the Town will vote to authorize the Selectmen to sell, at their discretion, at public auction or by sealed bid, any real estate in the Town to which the Town has title by Collector's Deeds; except when it is being sold back to the former owner, in which case, a private sale may be utilized; any such real estate to be sold or conveyed on or before the next annual Town Meeting.  
[Recommended by the Selectmen]

**Article 19.** To act upon any other business that may legally come before this meeting.  
[Recommended by the Selectmen]

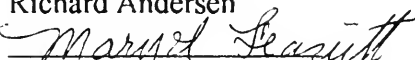
Given under our hand and seal this 4th day of February in the year of our Lord nineteen hundred and ninety-eight.



Thomas Barbour



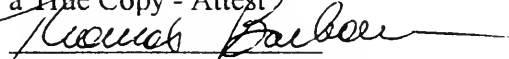
Richard Andersen



Mary I. Leavitt

Selectmen, Town of Albany, New Hampshire

a True Copy - Attest



Thomas Barbour



Richard Andersen



Mary I. Leavitt

**Town of Albany**  
**1997 Town Minutes**  
**March 11**

**Article 1:** To elect all necessary officers.

**Selectman 3 years**

Brian Taylor 63 votes  
Al Paquette 62 votes  
Joseph Ferris 40 votes

**Town Clerk/Tax Collector 3 years**

Sharon Keefe 118 votes  
Mary Leavitt 72 votes

**Road Agent 3 years**

Noah Coleman 129 votes  
Eugene Shannon 30 votes  
William Lake 10 votes

Each of the following all received 1 vote; Willard Croto, Clifford Hutchinson

**Cemetery Committee 3 years**

Ann Croto 19 votes  
Harold Backes 5 votes  
Mary Leavitt 5 votes

Each of the following received 1 vote; Al Paquette, Tara Taylor, Karen Deveau and Brenda Dexter.

**Trustee of Trust Fund 1 year**

Mary Leavitt 5 votes  
Ann Croto 4 votes

Each of the following received 2 votes; Sandra Vizard, Willard Croto, Al Paquette, George Morrill and Ed McKenzie. Each of the following received 1 vote; Brenda Dexter, Ann Wolfe, Elaine Wales, Dianne Leonard, Robert Hill and Frank Wolfe.

**Treasurer 3 years**

Sandra Vizard 136 votes  
Mary Leavitt 20 votes

Each of the following received 1 vote; Robert Hill, Rita Wells, Al Paquette and Ed McKenzie.

**Supervisor of Checklist 6 years**

Charlotte Jones 167 votes  
Sandra Vizard 1 vote

**Article 2:** To see if the town will vote to modify the elderly exemptions from property tax in the Town of Albany, based on assessed value, for qualified tax payers. To be as follows: For a person 65 years of age up to 75 years: \$20,000.00; for a person 75 years off age up to 80 years: \$25,000.00; for a person 80 years of age or older: \$30,000.00. To qualify, the person must have been a New Hampshire resident for at least 5 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the tax payer must have an income of less than \$13,400.00 or, if married, a combined net income of less than \$20,400.00; and own net assets not in excess of \$35,000.00, excluding the value of the persons residence. This article passed with 147 yes and 41 no.

**Article 3:** To see if the town will vote to raise and appropriate the following sum of money for the following purposes.

**Financial Administration:** This portion of the budget was amended to add \$1,000.00 for the deputy Town Clerk/Tax Collector. Dianne Leonard made a motion and it was seconded by Tara Taylor. Diane Leonard asked why it was left out of the budget. Selectman Thomas Barbour replied that if we got a new collector then the hours would be changed and we would not need a deputy. Dianne Leonard read RSA: 41:38 which states the Collector shall appoint a deputy. Eugene Shannon asked if this mandates the position. He also questioned whether in the wording of the RSA that the word shall meant that you will. This amendment passed to add \$1,000.00 to the bottom line figure which now reads \$23,250.00.

**Town Office Expenses:** Tara Taylor asked why so much for health insurance. Tom answered that we get some of the money reimbursed by Sylvia McCormack, and the rest is when Beverly was on our insurance. Tara also wanted to know exactly what went into misc. Tom Barbour stated that next year it would be broken down better so we could all understand. Leanne Lilly read that in the summary of payments we paid out \$5,000.00 in health insurance, where is the rest of the money? She asked. She made a motion to amend this portion of the budget to \$3250.00. it was moved and seconded to reduce this bottom line figure to \$37,3650.00. Arthur Leavitt told the people that there was an error in the addition and it should read \$100.00 more. This portion of the budget was passed as amended.

**Animal Control:** Eugene Shannon explained that in the past we voted on having the owners of the pets pay a fine in order to recoup some of the money we pay to the animal control officer.

**Social Services:** Different representatives stood and explained what and why we needed to support these non profit organizations.

**Reappraisal:** There was a short discussion on what exactly this was used for. Mr. Barbour tried to tell the towns people that this is when people add on during the year and how the appraiser has to go out and reevaluate due to the improvements.

**Regional Association:** Anne Wolfe pointed out the value of keeping this important membership. The article was also amended to add \$621.00 to the bottom line figure. There was a brief discussion on the Eastern Slope Airport by Eugene Shannon. Eugene explained that this was the only source of emergency evacuation that we have.

Culture and Recreation: Tara Taylor made an amendment to add \$2,000.00 for library vouchers. The amendment passed to add \$2,000.00 to the budget. There was also \$4,500.00 added to this portion of the budget for the use of the rec. Center in Conway; this also passed as amended.

Highways: Gary Grant asked where the money was that was appropriated for Crossover Street a few years back. Tom Barbour told him the money was deviated to the salt shed and that the rest of the money, if not used by December 31st of that year would go back into the general fund. There was a little discussion on solid waste and welfare but no figures were changed in these categories. The budget for 1997 passed for \$348,303.00.

Article 4: to see what sum of money the town will set as the hourly rate of pay for the Town Clerk/Tax Collector and to set the hours that the Town Clerk/ Tax Collectors office shall be open to the public. The article was amended before there could be any discussion by Ed McKenzie. The amendment reads as follows to be accomplished via the following: The moderator is to, within 30 days of passage of this amended article, appoint a committee of three qualified citizens, one of whom will be the Town Auditor, who shall be instructed to solicit and develop accurate and dependable data on the operation of those offices which have a major purpose of serving the public, while assessing the needs and value of such services, said committee to report to the Town Meeting of March 1998. Through submittal for the 1997 Annual Report, their conclusion and recommendations regarding hours of operation and services provided, (with the understanding that the Town Clerk / Tax Collector's office services will in the interim schedule so as to cover 5 days per week, to include evenings and weekend hours for those citizens with scheduling limitations, and further that said committee will recommend for acceptance to accomplish it's recommendations) With so much discussion on the tax collectors office hours, there was not one degrading comment about her hours of operation, the majority agreed she was available whenever necessary. This article passed with a show of hands.

Article 5: To see if the town will vote to raise and appropriate the sum of \$12,000.00 for the purpose of seeking legal title to access to the so-called "Town Beach". The article was moved and seconded for discussion. Peter Donkonics wanted to know why it was not recommended by the selectman. Tom Answered because part of the board does not think it was in the best interest of the town. David Urey tried to explain how this all came about during a special town meeting back in September and that it had been a right away for many of years, and that one of the abutters closed their portion of the right-of-way. At the meeting back in September the Town's people voted to seek an injunction on the right of way since it has been used for public access for so many years. he also told us that the committee tried to negotiate with the Wilbur's, but they wanted nothing to do with the committee. Brian Taylor went to visit with both the Wilbur's and the opposite abutter to see what could be done. According to Brian the other party also wanted to close down their part of the right of way because of liability reasons. Brian had only reported this back to the selectman and not to his own committee that he was representing. Brian stated that he was worried that this may cost the town a lot of money, but was not sure. He would personally rather find a different access that has potential; there is no parking, lots of accidents happen on that corner. I would rather see us spend \$12,000.00 on something a little nicer Brian commented.

Dick Anderson asked Brian Taylor to make an amendment to this article. While Brian was writing the amendment Ann Croto recalled the memories she and her family had at the lake using the said right of way. Sandra Vizard replied that we were stepping back instead of forward. After listening to what Brian Taylor had to say, that he had not even reported back to the committee after his meeting with the Wilbur's and the opposite abutters involved. It does not sound like the committee is working together. I feel bad for the Wilbur's, but the anger was directed more at the selectman and not at the Wilbur's. Peter Donkonics believes that this should be a public matter and not a town matter. he would rather work it out on a friendly basis. Eugene Shannon stated that the Wilbur's knew that the right-of-way to the lake was there when they bought the property. David Urey explained to the Town that after the court establishes the right-of-way to the lake, the Town could walk away and assume no liability. Judy Wilbur commented that everyone on the North side of Rt. 16 should have received an abatement. She also replied that the piece of property in question was not for sale unless you bought the entire piece of property that her and Bill owned. Kathy Vizard asked the Wilbur's if they would like to sit down and discuss the problem with the committee. Stephen Knox read a new amendment that would substitute the present article. It reads as follows. To see if the town will vote to form a committee to seek other avenues in the town that would be suitable for a town beach. The article was defeated. George Burtt noted that the town has no business giving it away, that this is something that our children and our children's children would enjoy for years to come. Howard Hatch commented that it was not only used for swimming but they also used it for fishing in the summer and ice fishing in the winter, also they used it for stocking the lake as well as boating. Eugene Shannon made another amendment and it reads as follows: To see if the town will vote to raise the sum of \$12,000.00 for the purpose of confirming the public's access to Iona Lake, from Rt. 16 with the existing committee acting on the town's behalf for said purpose. The motion passed with a show of hands 42 yes and 32 no.

He also questioned whether in the wording of the RSA that the word shall meant that you will.

**Article 6:** To see if the Town will vote to raise and appropriate the sum of \$25,000.00 to be added to the highway Reconstruction Capital Reserve. The article was moved and seconded, there was very little discussion, but there was so much confusion during this article that the article passed. Mr. Lake raised his hand to speak, the moderator recognized him, he explained to the moderator that he had his hand raised on the last article which was article 6, but "you never recognized me to speak." I would like to make a motion to go back to article 6. It was moved and seconded to go back, by a show of hands the motion was defeated. Mr. Lake made another motion to adjourn the meeting until another day since it was 11:15pm. This motion was also defeated. The meeting proceeded.

**Article 7:** To see if the town will vote to raise and appropriate the sum of \$9,500.00 for the purpose of resealing town roads. Tara made a motion to amend this article to have the roads done by September 30, 1997. This article carried as amended.

**Article 8:** To see if the town will vote to raise and appropriate the sum of \$2,000.00 for the Special Town Meeting should the need arise during the ensuing year. This article passed with no discussion.



**Article 9:** To see if the Town will vote to raise and appropriate the sum of \$5,000.00 to be added to the Revaluation Capital Reserve Fund. This article was carried but there was so much commotion going on that I'm not sure what was being said.

**Article 10:** To see if the Town will vote to raise and appropriate the sum of \$2,500.00 for completion of the interior work in the Albany Chapel; painting of the walls and ceilings, hardening two timbers and filling a missing section in the steeple area as well as stove repairs. Moines in the Memorial Fund will be used prior to the expenditure of town funds. Ann Croto explained on how we have \$1,100.00 and want to get as much work as we can without spending any more money than what we asked for tonight. Bill Lake asked why we took out \$1,100.00. Last year it was in the general fund and it should not have been there, it should have been in it's on account. That is why it was moved. This article also carried.

**Article 11:** To see if the town will vote to rise and appropriate the sum of \$5,000.00 to be added to the Cemetery Expendable Trust Fund for the use toward the costs of the much needed upgrade for our cemeteries; filling in sunken grave sides in six of our cemeteries, resigning the six larger cemeteries, fence rail replacement at the small cemetery at covered bridge, clearing the extenuation of the Jewel Cemetery in Wonalancet and resetting the North stone wall of the same, also the repair of markers. The article carried.

**Article 12:** To see if the town will vote to raise and appropriate the sum of \$150.00 from the sale of one lot in 1996 and to deposit this amount in the Cemetery Expendable Trust Fund. Ann Croto explained that this was a small amount of money for repairs. The article carried.

**Article 13:** To see if the town will vote to allow the income from the sale of cemetery lots and other Moines for cemeteries (gifts, bequest, etc. ) to be placed directly into the Cemetery Expendable Fund immediately upon receipt until rescinded by a vote of the town. There was no discussion and the article passed.

**Article 14:** To see if the town will vote to arise and appropriate the sum of \$200.00 for the support of Mount Washington Valley Economic Council. Donna Urey and Cort Hanson both made a statement in the interest of this organization. The article passed.

**Article 15:** To see if the town will allow the selectman to borrow money in anticipation of taxes from March 1997 Town Meeting until March 1998 Town meeting. This article passed with no discussion.

**Article 16:** To see if the town will authorize the selectman on behalf of the Town of Albany, New Hampshire to accept gifts and/or Federal or State Aid in the name of Albany, New Hampshire, applied for, and to receive them and expend them in accordance with the purposes thereof. The article carried.

**Article 17:** To see if the town will authorize the selectman to sell, at their discretion, at public auction or by sealed bid, any real estate in the town to which the town has title by Collector's deeds; except when it is being sold back to the former owner in which case, a private sale may be utilized; any such estate to be sold or conveyed on or before the next annual town meeting. The Article passed.

**Article 18:** To act upon any other business that may legally come before the meeting. Leanne Lilly asked the selectman that if it was true that Noah Coleman does not live in the Town of Albany. There was much discussion until Karen Lapio recommended that if the road agent wasn't there to defend himself, then this matter should be brought up at a selectman's meeting when all parties were present. The meeting was adjourned at 12:10pm.

After the town meeting Al Paquette requested a recount in writing to the Town Clerk/Tax Collector. The recount was scheduled for the following Monday at 7:00pm and all parties were notified. The recount took place as scheduled, there was a tie with one ballot in question. The final count was 62 for Al Paquette and 62 for Brian Taylor. The new Selectman's name was picked out of a hat. The new selectman's for three years is Brian Taylor.

Respectfully Submitted  
Sharon A. Keefe  
Town Clerk/Tax Collector

# MUNICIPAL BUDGET

	APPROPRIATED 1997	EXPENDED 1997	PROPOSED 1998
4130 EXECUTIVE	\$6,400.00	\$6,400.00	\$6,400.00
4150 FINANCIAL ADMINISTRATION			
FN CLK TAX COLLECTOR	\$18,250.00	\$16,415.59	\$1.00
PAYROLL TAXES (NEW 1998)			\$1.00
DEPUTY CLK COI	\$1,000.00	\$1,000.00	\$1,000.00
AUDITOR	\$2,800.00	\$3,688.00	\$3,500.00
TREASURLR	\$1,200.00	\$1,200.00	\$1,200.00
	\$23,250.00	\$22,303.59	\$5,702.00
4140 ELECTION/REG/VITAL STATS			
SUPERVISORS	\$300.00	\$300.00	\$900.00
BALLOT CLERKS	\$80.00	\$80.00	\$240.00
ADVERTISING	\$100.00	\$75.00	\$300.00
MODERATOR	\$50.00	\$50.00	\$150.00
	\$530.00	\$505.00	\$1,590.00
4153 LEGAL	\$38,000.00	\$4,073.58	\$20,000.00
4195 CEMETERIES **	\$1.00	\$1,801.81	\$1.00
4414 ANIMAL CONTROL	\$1,500.00	\$366.75	\$1,500.00

**4150 TOWN OFFICERS' EXPENSES**

SECRETARY	\$23,000.00	\$22,313.60	\$24,000.00
PAYROLL TAXES	\$2,000.00	\$1,706.80	\$2,000.00
RSA BOOKS	\$600.00	\$422.44	\$600.00
SUPPLIES	\$2,000.00	\$2,308.47	\$2,500.00
PUBLISH TOWN REPORT	\$900.00	\$953.99	\$1,000.00
DEED TRANSFERS	\$400.00	\$483.20	\$500.00
TELEPHONE	\$1,600.00	\$1,472.15	\$1,600.00
BANK SERVICE CHARGES	\$500.00	\$646.90	\$650.00
POSTAGE	\$1,000.00	\$1,262.79	\$1,500.00
HEALTH INSURANCE	\$3,250.00	\$1,585.54	\$1,500.00
TRAVEL	\$600.00	\$469.07	\$500.00
MISC OFFICE EXPENSES	\$1,800.00	\$1,906.51	\$2,000.00
SPECIAL TOWN MEETING	\$0.00	\$0.00	\$2,000.00
	<b>\$37,650.00</b>	<b>\$35,531.46</b>	<b>\$40,350.00</b>

**4192 GOV'T BUILDINGS**

HEAT	\$2,300.00	\$1,926.28	\$2,000.00
ELECTRICITY	\$1,600.00	\$1,397.31	\$1,600.00
PROPANE	\$200.00	\$57.44	\$100.00
OUTDOOR LIGHTS	\$400.00	\$264.83	\$300.00
REPAIRS	\$1,500.00	\$1,428.20	\$1,500.00
CUSTODIAN	\$1,200.00	\$1,200.00	\$1,200.00
STREET LIGHTS	\$375.00	\$357.90	\$350.00
DRINKING WATER	\$300.00	\$229.00	\$300.00
	<b>\$7,875.00</b>	<b>\$6,860.96</b>	<b>\$7,350.00</b>

<b>4444 SOCIAL SERVICES</b>			
RED CROSS	\$500.00	\$500.00	\$427.00
CARROLL CTY MENTAL HLTH	\$800.00	\$800.00	\$825.00
CARROLL CTY FAMILY HLTH	\$550.00	\$550.00	\$567.00
DOMESTIC VIOLENCE	\$138.00	\$138.00	\$200.00
VISITING NURSES	\$579.00	\$579.00	\$579.00
CHILDREN'S HEALTH	\$2,530.00	\$2,530.00	\$3,025.00
CHILDREN UNLIMITED	\$275.00	\$275.00	\$0.00
TRI-COUNTY CAP	\$475.00	\$475.00	\$1,000.00
GIBSON CENTER	\$1,837.00	\$1,837.00	\$1,837.00
BIG BROTHERS/BIG SISTERS	\$0.00	\$0.00	\$0.00
	<b>\$7,684.00</b>	<b>\$7,684.00</b>	<b>\$8,460.00</b>
<b>4152 REAPPRAISAL</b>			
NEW CONSTRUCTION	\$5,300.00	\$5,300.00	\$5,300.00
<b>4191 PLANNING &amp; ZONING</b>			
ADVERTISING	\$100.00	\$89.00	\$100.00
ENGINEER/TECH ADVISER	\$500.00	\$0.00	\$500.00
MANUALS/RESOURCE MATERIAL	\$100.00	\$15.00	\$100.00
OPERATING EXPENSES	\$100.00	\$0.00	\$100.00
SEMINARS/LECTURES	\$100.00	\$0.00	\$100.00
ZONING BOARD OF ADJ	\$100.00	\$0.00	\$100.00
	<b>\$1,000.00</b>	<b>\$104.00</b>	<b>\$1,000.00</b>

**4197 REGIONAL ASSOCIATIONS**

NORTH COUNTRY COUNCIL	\$621.00	\$621.00
NH MUNICIPAL ASSOCIATION	\$500.00	\$500.00
NH TOWN CLERKS' ASSOC.	\$20.00	\$20.00
NHTAX COLLECTORS' ASSOC	\$15.00	\$15.00
NH ASSESSING ASSOC	\$20.00	\$20.00
NH CONSERVATION COM	\$125.00	\$125.00
NH GOV'T FIN. OFF. ASSOC	\$25.00	\$25.00
NH WELFARE ASSOC	\$25.00	\$25.00
EASTERN SLOPE AIRPORT	\$200.00	\$200.00
MT WASH VLY ECON. COUN	\$10.00	\$212.00
	<b>\$1,561.00</b>	<b>\$1,763.00</b>

**CULTURE & RECREATION**

4550 LIBRARY	\$2,000.00	\$2,000.00
4520 RECREATION	\$4,500.00	\$6,530.00
4583 PATRIOTIC PURPOSES	\$100.00	\$100.00
	<b>\$6,600.00</b>	<b>\$8,630.00</b>

**4199 CONTINGENCY**

	<b>\$5,000.00</b>	<b>\$5,000.00</b>
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**PUBLIC SAFETY**

4215 AMB/RESCUE/FIRE	\$44,190.00	\$45,000.00
4220 FIRE CHIEF	\$0.00	\$150.00
FIRE WARDENS	\$1,000.00	\$1,350.00
HEALTH OFFICER	\$1.00	\$1.00
	<b>\$45,151.00</b>	<b>\$46,501.00</b>

<b>4290 EMERGENCY MANAGEMENT</b>	<b>\$1.00</b>	<b>\$0.00</b>	<b>\$1.00</b>
<b>HIGHWAYS &amp; STREETS</b>			
4312 MAINTENANCE	\$86,000.00	\$82,253.27	\$90,000.00
<b>4324 SOLID WASTE</b>	<b>\$56,300.00</b>	<b>\$55,566.00</b>	<b>\$84,000.00</b>
<b>WELFARE</b>			
4445 GENERAL ASSISTANCE	\$7,000.00	\$3,452.97	\$7,000.00
ELDERLY ASSISTANCE	\$1,000.00	\$0.00	\$1,000.00
	<b>\$8,000.00</b>	<b>\$3,452.97</b>	<b>\$8,000.00</b>
<b>4723 INTEREST ON TAX ANT NOTE</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>
<b>4155 INSURANCE</b>			
WORKERS' COMP	\$1,000.00	\$907.00	\$750.00
PROPERTY LIABILITY	\$4,500.00	\$3,521.00	\$4,500.00
	<b>\$5,500.00</b>	<b>\$4,428.00</b>	<b>\$5,250.00</b>
<b>TOTAL BUDGET</b>	<b>\$348,303.00</b>	<b>\$285,868.47</b>	<b>\$351,798.00</b>

1997 SPECIAL ARTICLES	APPROPRIATED	EXPENDED
ART #5 "BEACH" TITLE	\$12,000 00	\$6,489 35
ART # 6 RECONSTRUCT ROADS	\$25,000.00	\$25,000.00
ART #7 RESEAL ROADS	\$9,500 00	\$4,906.39
ART #8 SPECIAL TOWN EETING	\$2,000.00	\$0.00
ART #9 REVALUATION CAPITAL RESERVE	\$5,000.00	\$5,000.00
ART #10 CHAPEL RESTORATION	\$2,500.00	\$2,265.82
ART #11 CEMETERY WORKING FUND	\$5,000.00	\$5,000.00
ART #12 CEMETERY EXPENDABLE TRUST	\$150.00	\$150.00
ART #14 MT. WASHN VLLY ECON CNCL	\$200.00	\$200.00
	<b>\$61,350.00</b>	<b>\$49,011.56</b>
<b>PROPOSED</b>		
ART # 5 RIGHT OF WAY	\$26,000 00	
ART# 7 RECONSTRUCT ROADS	\$25,000.00	
ART#8 REVALUATION CAPITAL RESERVE	\$5,000 00	
ART#9 RESEAL ROADS	\$9,500 00	
ART#10 CHAPEL RESTORATION	\$100.00	
ART#11 NEW TABLES	\$100.00	
ART#12 REPLACEMENT DISHES	\$560 00	
ART#13 KITCHEN CABINET	\$750 00	
ART#14 VALLEY VISION	\$1,814.00	
ART#15 TOWN CLERK COMPUTER	\$6,910.00	
	<b>\$75,734.00</b>	



## SUMMARY OF INVENTORY

### VALUE OF LAND ONLY:

Current Use Land:	188,225
Residential Land:	16,338,985
Commercial/Industrial Land:	2,534,764

TOTAL TAXABLE LAND: 19,061,974

### VALUE OF BUILDINGS:

Residential:	18,830,300
Manufactured Housing:	1,438,050
Commercial / Industrial:	3,883,446

TOTAL TAXABLE BUILDINGS: 24,151,796

PUBLIC UTILITIES: 335,204

### TOTAL VALUE BEFORE EXEMPTIONS:

\$43,548,974

### EXEMPTIONS:

Elderly: - 215,000

### NET TAXABLE VALUATION:

\$43,333,974

Total Gross Tax: \$ 910,012

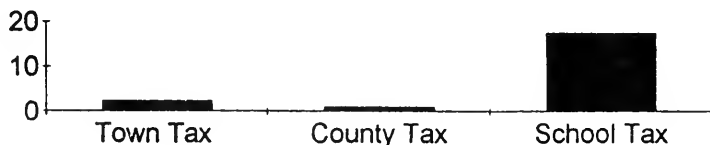
Veterans Credits: -3,400

### NET TAXES ASSESSED:

\$ 906,612

## TOWN OF ALBANY, NH 1997 TAX RATE

TOWN.....	\$ 2.44
SCHOOL.....	17.60
COUNTY.....	.96
Total:	\$21.00



\*\*\*\*\*



### YIELD TAX ACCOUNT



<i>Balance on Hand January 1, 1996</i>	<i>\$23,330.07</i>
Deposits made in 1996:	22,504.10
<b>Total Funds Available:</b>	<b>\$45,834.17</b>
Yield Taxes Paid from Account(1996):	(7,649.28)
Deposit Returned to Saunders Bros. (1996):	(119.04)
<b>Balance on Hand December 31, 1996:</b>	<b>\$38,065.85</b>
(Balance held in General Fund)	
 Deposits made in 1997:	 12,489.30
Yield Taxes Paid from Account (1997):	18,354.72
 <b>Balance on Hand December 31, 1997:</b>	 <b>\$32,200.43</b>

# TREASURER'S REPORT

## 1997

**Balance on hand January 1, 1997**

**\$582,288.96**

**REVENUES:**

**From Local Sources:**

1997 Property Taxes:	\$742,062.87
1996 Property Taxes:	95,340.71
1995 Property Taxes:	1,104.24
1994 Property Taxes:	1,024.69
Interest 97 Property Taxes:	118.36
Interest 96 Property Taxes:	3,810.58
Interest 95 Property Taxes:	244.29
Interest 94 Property Taxes:	80.36
96 Redemptions:	29,872.63
95 Redemptions:	23,054.47
94 Redemptions:	42,284.03
93 Redemptions:	2,647.68
92 Redemptions:	1,496.97
91 Redemptions:	496.30
96-97 Yield Tax:	4,928.98
Interest Yield Taxes:	3.19
Int/Costs 96 Redemptions:	4,105.67
Int/Costs 95 Redemptions:	7,384.40
Int/Costs 94 Redemptions:	12,861.28
Int/Costs 93 Redemptions:	986.53
Int/Costs 92 Redemptions:	1,081.71
Int/Costs 91 Redemptions:	475.64
Overpayments:	3,376.00

**Total From Taxes:**

**\$978,841.58**

Yield Tax Deposits	12,489.30	
Overpayments:	.20	
Business Licenses:	2,377.01	
Motor Vehicle Permits:	73,507.00	
Building Permits:	1,671.20	
Pistol Permits:	20.00	
Septic System Review Fees:	75.00	
Parking Tickets:	659.56	
Other Town Permits:	80.00	
Dog Licenses:	290.00	
Dog Fines:	40.00	
Marriage Licenses:	495.00	
Vital Statistics:	91.00	
Miscellaneous:	66.53	
Copies:	192.65	
Sale of Municipal Property:	18,129.36	
Interest on Bank Accounts:	2,197.54	
Court Fines:	515.00	
Rescue Reimbursements:	2,550.00	
Misc. Contributions:	100.00	
Insurance Dividends:	3,897.41	
Miscellaneous Reimbursements:	2,252.81	
Rent of Town Hall:	425.00	
<b>Total from Other Local Sources:</b>		<b>\$122,121.57</b>
<b>Transfer from NHPDIP G.F. Account</b>		<b>225,000.00</b>
<b>From Outside Sources:</b>		
State & Federal Forest Lands:	0	
Highway Block Grant:	23,531.69	
Shared Revenue:	17,225.31	
<b>Total From State:</b>		<b>\$ 40,757.00</b>
<b>From Federal Government:</b>		<b>\$ 26,980.00</b>
<b>Total Receipts from all sources:</b>		<b>\$1,975,989.11</b>
Less Selectmen's Orders Paid:		- 1,159,042.00
Transfer into NHPDIP general Fund Account:		- 600,000.00
 <b>BALANCE ON HAND DECEMBER 31, 1997:</b>		 <b>\$ 216,947.11</b>
<b>BALANCE NHPDIP G.F. ACCT 12/31/97:</b>		<b>386,340.29</b>
 <b>TOTAL CASH ON HAND 12/31/97:</b>		 <b>\$ 603,287.40</b>

**TOWN CLERK'S REPORT**  
**1997**

	Number	Amount
Motor Vehicle Permits:		\$ 73,759.00
Marriage Licenses:		495.00
Dog Licenses:		290.00
Dog Fines:		40.00
Vital Statistics:		92.00
Filing Fees:		19.00
Returned Check:		10.00
Overpayments:		292.00
Total:		<hr/> \$74,705.00

**TAX COLLECTOR'S REPORT**

FOR THE MUNICIPALITY OF ALBANY YEAR ENDING 12/31/97 MS-61

DR.	Levy for Year of this Report	PRIOR LEVIES (Please specify years)		
	1997	1996	1995	PRIOR
<b>UNCOLLECTED TAXES</b>				
<b>-BEG. OF YEAR :</b>		187,960.39	1158.30	7,637.92
Property Taxes	XXXXXXXXXXXXXX			
Resident Taxes	XXXXXXXXXXXXXX			
Land Use Change	XXXXXXXXXXXXXX			
Yield Taxes	XXXXXXXXXXXXXX	112.04	10,807.00	
Utilities	XXXXXXXXXXXXXX			
	XXXXXXXXXXXXXX			
<b>TAXES COMMITTED</b>				
<b>-THIS YEAR:</b>	907,635.62		XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Property Taxes			XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Resident Taxes			XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Land Use Change			XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Yield Taxes	24,280.40		XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Utilities			XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
			XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
<b>OVERPAYMENT:</b>	3,479.00	465.72		
Property Taxes				
Resident Taxes				
Land Use Change				
Yield Taxes				
<b>DEPOSITS</b>	12,489.30			
Interest Collected on Delinquent Tax	121.55	10,464.25	345.91	
Collected Resident Tax Penalties				
<b>TOTAL DEBITS</b>	\$ 948,005.87	\$ 199,002.40	\$ 12,311.21	\$

# TAX COLLECTOR'S REPORT

MS-61

FOR THE MUNICIPALITY OF ALBANY YEAR ENDING 12/31/97

CR.

REMITTED TO TREAS.  
DURING FY:

Property Taxes

Resident Taxes

Land Use Change

Yield Taxes

Utilities

Interest

Penalties

Conversion to Lien

OVERPAYMENTS

Discounts Allowed:

Abatements Made:

Property Taxes

Resident Taxes

Land Use Change

Yield Taxes

DEPOSITIS

Utilities

Curr. Levy Deeded

DEPOSITS

UNCOLLECTED TAXES

-END OF YEAR:

Property Taxes

Resident Taxes

Land Use Change

Yield Taxes

Utilities

TOTAL CREDITS

Levy for Year of this Report 1997	PRIOR LEVIES (Please specify years)		
	1996	1995	PRIOR
741,176.21	175285.44	1,158.30	1,024.69
4,928.98			
121.55	10,464.25	345.91	80.36
3479.00	465.72		
2598.45	522.54		
689.45			
12,489.30			
18,354.72			
163,860.96	12,152.41	0	6613.23
307.25	112.04	10,807.00	
\$ 948,005.87	\$ 199,002.40	\$ 12,311.21	\$ 7,718.28

Town of Albany  
Tax Collector Report  
December 31, 1997

	1996	1995	1994	1993	1992	PRIOR	Totals
-DR-							
Unredeemed Taxes January 1, 1997		72,488.42	51,907.13	6,937.91	2,748.78	1,307.45	135,389.69
Taxes Lien of	91,711.97						91,711.97
Overpayments			1,124.14			496.30	1,620.44
Other							
Redemption Costs	3,721.56	7,278.56	13,083.20	986.53	1,081.71	475.64	26,627.20
	<u>95,433.53</u>	<u>79,766.98</u>	<u>66,114.47</u>	<u>7,924.44</u>	<u>3,830.49</u>	<u>2,279.39</u>	<u>255,349.30</u>
-CR-							
Remittances to Treasurer:							
Redemptions	31,800.83	22,701.09	42,193.36	2,558.75	1,496.97		100,750.97
Interest and costs after lien	3,721.56	7,278.56	13,083.20	986.53	1,081.71	475.64	26,627.20
Overpayments			1,124.14			496.30	1,620.44
Other							
Abateents			3,700.26	2,281.40	776.53	496.30	7,254.52
Decded to Town	859.28		1,333.06				2,192.34
Elderly lien							
Unredeemed Taxes December 31, 1997	59,051.86	49,787.33	4,680.45	2,097.76	475.28	811.15	116,903.83
	<u>95,433.53</u>	<u>79,766.98</u>	<u>66,114.47</u>	<u>7,924.44</u>	<u>3,830.49</u>	<u>2,279.39</u>	<u>255,349.30</u>



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# Vachon, Clukay & Co., PC

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*Certified Public Accountants*

45 Market Street  
Manchester, New Hampshire 03101  
(603) 622-7070  
FAX: 622-1452

February 4, 1998

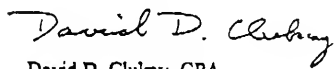
Board of Selectmen  
Town of Albany  
P O Box Q  
Conway, New Hampshire 03818

Dear Members of the Board:

We have completed the fieldwork in connection with the audit of the Town of Albany's financial statements for the year ended December 31, 1997, with the exception of the Tax Collector's records.

Very truly yours,

Vachon, Clukay & Co., PC

  
David D. Clukay, CPA

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# Vachon, Clukay & Co., PC

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*Certified Public Accountants*

45 Market Street  
Manchester, New Hampshire 03101  
(603) 622-7070  
FAX: 622-1452

To the Board of Selectmen  
Town of Albany, New Hampshire

We have audited the general purpose financial statements of the Town of Albany, New Hampshire as of and for the year ended December 31, 1995, and have issued our report thereon dated January 31, 1996.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the Town of Albany, New Hampshire is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Town of Albany, New Hampshire for the year ended December 31, 1995, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

We noted certain matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

## TAX COLLECTOR RECORDS

### Observation

The Tax Collector's report for the year ended December 31, 1995 was not reconciled to supporting documentation. The report that was prepared did not accurately reflect the activity for the year. We noted that uncollected lists had not been maintained throughout the year and the cash receipts had not been reconciled to the Treasurer.

### Implication

The activity is not being reconciled throughout the year. Internal controls are weakened when the reconciliation process is not performed as part of the end of the month procedures. There is also increase risk that errors may occur and not be detected in a timely manner. Additional audit time was necessary to reconcile the activity to supporting documentation. We were able to reconcile the tax activity to the Treasurer's records with a variance of approximately \$800.

### Recommendation

We strongly recommend that all tax activity be reconciled throughout the year. This will require a monthly report to be prepared. All supporting documentation such as abatements, uncollected lists, cash remittances and deeded property should reconcile to the report. The reconciliation process will aid in identifying any discrepancies or errors and will allow for them to be corrected in a timely manner.

\*\*\*\*\*

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. We believe the reportable condition described above to be a material weakness. This condition was considered in determining the nature, timing, and extent of the procedures to be performed in our audit of the general purpose financial statements of the Town of Albany, New Hampshire for the year ended December 31, 1995.

We also noted other matters involving the internal control structure and its operation that we have reported to the management of the Town of Albany, New Hampshire in a separate letter dated January 31, 1996.

This report is intended for the information of management and the Board of Selectmen. However, this report is a matter of public record, and its distribution is not limited.

January 31, 1996

*Vachon, Chelberg & Co., PC*

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# Vachon, Clukay & Co., PC

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*Certified Public Accountants*

45 Market Street  
Manchester, New Hampshire 03101  
(603) 622-7070  
FAX: 622-1452

To the Board of Selectmen  
Town of Albany, New Hampshire

We have audited the general purpose financial statements of the Town of Albany, New Hampshire as of and for the year ended December 31, 1996, and have issued our report thereon dated March 27, 1997.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the Town of Albany, New Hampshire is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Town of Albany, New Hampshire for the year ended December 31, 1996, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

We noted certain matters involving the internal control structure and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgement, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the general purpose financial statements.

## TAX COLLECTOR RECORDS

The Tax Collector's report for the year ended December 31, 1996 was not in balance and was not reconciled to supporting documentation. There was a significant lack of supporting documentation presented for audit, and that which was available did not accurately reflect the activity of the Tax Collector's office for the year. Additional audit time is continuously spent reconciling the year's activity.

It has been recommended in prior years that the tax activity be reconciled on a monthly basis throughout the year. As a part of the reconciliation process, it is imperative that there be documentation supporting all figures on the Tax Collector's report. Internal controls over the collection of taxes are weakened as a result of the deficiencies in supporting documentation and monthly reconciliations. Sufficient documentation includes, but is not limited to, lists of abatements issued, updated uncollected lists, summaries of cash remittances, lists of deeds issued and lists of over payments collected and refunded. The absence of reliable uncollected lists results in the loss of revenue for the Town of Albany, as balances in question usually end up being abated.

Again, we strongly urge that all activity of the Tax Collector's office be reconciled every month throughout the year. The Reconciliation process will insure the timely correction of any errors, allow the Tax Collector to clear up any discrepancies shortly after occurrence, and reduce audit complications at the end of the year.

\*\*\*\*\*

A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above. We believe the reportable condition described above to be a material weakness. This condition was considered in determining the nature, timing, and extent of the procedures to be performed in our audit of the general purpose financial statements of the Town of Albany, New Hampshire for the year ended December 31, 1996.

This report is intended for the information of management and the Board of Selectmen. However, this report is a matter of public record and its distribution is not limited.



March 27, 1997

**TOWN OF ALBANY, NEW HAMPSHIRE**

**FINANCIAL STATEMENTS**

December 31, 1996

**TABLE OF CONTENTS**

	<u>Page(s)</u>
INDEPENDENT AUDITOR'S REPORT	1-2
<b>GENERAL PURPOSE FINANCIAL STATEMENTS</b>	
EXHIBITS:	
A Combined Balance Sheet - All Fund Types	3
B Combined Statement of Revenues, Expenditures and Changes in Fund Balances - All Governmental and Similar Fiduciary Fund Types	4
C Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual - General Fund	5
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS	6-10
<b>SUPPLEMENTAL SCHEDULES</b>	
SCHEDULES:	
1 Combining Balance Sheet - All Trust and Agency Funds	11
2 Schedule of Revenues and Other Financing Sources - Budget and Actual - General Fund	12
3 Schedule of Expenditures and Other Financing Uses - Budget and Actual - General Fund	13-14

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# Vachon, Clukay & Co., PC

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*Certified Public Accountants*

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Selectmen  
Town of Albany, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Albany, New Hampshire as of and for the year ended December 31, 1996, as listed in the table of contents. These general purpose financial statements are the responsibility of Town officials. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by Town officials, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As more fully described in Note 1, the general purpose financial statements referred to above do not include the financial statements of the General Fixed Asset Account Group, which should be included in order to conform with generally accepted accounting principles. The amount that should be recorded in the General Fixed Asset Account Group is not known.

As described in Note 1, the Town has recognized tax revenues in its General Fund which were not received in cash within sixty days of year end as required by generally accepted accounting principles (GASB Interpretation 3). Town officials believe, and we concur, that the application of this accounting principle, which would result in a decrease in the undesignated General Fund balance from \$244,744 to \$37,985, would give a misleading impression of the Town's ability to meet its current and future obligations.

In our opinion, except for the effect on the general purpose financial statements of the omission described in the third paragraph, the general purpose financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Town of Albany, New Hampshire as of December 31, 1996 and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining financial statement and supplemental schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Albany, New Hampshire. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

*Vadion, Chubb & Co., PC*

March 27, 1997



EXHIBIT A  
**TOWN OF ALBANY, NEW HAMPSHIRE**  
 Combined Balance Sheet - All Fund Types  
 December 31, 1996

	Governmental <u>Fund Type</u> <u>General</u>	Fiduciary <u>Fund Types</u> <u>Trust Funds</u>	Totals (Memorandum Only) December 31, 1996          1995	
ASSETS				
Cash	\$587,389		\$587,389	\$544,570
Investments		\$90,325	90,325	10,169
Taxes receivable	306,408		306,408	250,640
Due from other governments				
Due from other funds		37,500	37,500	2,500
Total Assets	<u>\$893,797</u>	<u>\$127,825</u>	<u>\$1,021,622</u>	<u>\$807,879</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$5,000		\$5,000	\$6,239
Deposits	38,066		38,066	20,916
Due to other governments	543,487	\$49,430	592,917	561,877
Deferred revenue				1,100
Due to other funds	37,500		37,500	2,500
Total Liabilities	<u>624,053</u>	<u>49,430</u>	<u>673,483</u>	<u>592,632</u>
Fund Balances:				
Unreserved:				
Designated	25,000	78,395	103,395	56,850
Undesignated	244,744		244,744	158,397
Total Fund Balances	<u>269,744</u>	<u>78,395</u>	<u>348,139</u>	<u>215,247</u>
Total Liabilities and Fund Balances	<u>\$893,797</u>	<u>\$127,825</u>	<u>\$1,021,622</u>	<u>\$807,879</u>

EXHIBIT B  
**TOWN OF ALBANY, NEW HAMPSHIRE**

Combined Statement of Revenues, Expenditures and Changes in Fund Balances  
 All Governmental and Similar Fiduciary Fund Types  
 December 31, 1996

	Governmental Fund Types	Fiduciary Fund Types Expendable Trust Funds	Totals (Memorandum Only) For the Years Ended December 31,	
	General		1996	1995
Revenues:				
Taxes	\$238,736		\$238,736	\$167,245
Licenses and permits	68,632		68,632	60,133
Intergovernmental revenues	65,215		65,215	68,107
Miscellaneous revenues	37,278	\$1,445	38,723	40,947
Total Revenues	409,861	1,445	411,306	336,432
Expenditures:				
Current:				
General government	97,173		97,173	104,388
Public safety	38,463		38,463	33,668
Highways and streets	85,907		85,907	89,609
Health and welfare	11,670		11,670	9,755
Sanitation	29,804		29,804	39,635
Culture and recreation	5,607		5,607	3,201
Capital outlay	9,790		9,790	69,999
Total Expenditures	278,414		278,414	350,255
Excess of Revenues Over (Under) Expenditures	131,447	1,445	132,892	(13,823)
Other Financing Sources (Uses):				
Operating transfers in		20,100	20,100	21,130
Operating transfers out	(20,100)		(20,100)	(21,130)
Total Other Financing Sources (Uses)	(20,100)	20,100		
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	111,347	21,545	132,892	(13,823)
Fund Balances - January 1	158,397	56,850	215,247	229,070
Fund Balances - December 31	\$269,744	\$78,395	\$348,139	\$215,247

## EXHIBIT C

**TOWN OF ALBANY, NEW HAMPSHIRE**

## Statement of Revenues, Expenditures and Changes in Fund Balances

## Budget and Actual - General Fund

December 31, 1996

	Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Taxes	\$212,171	\$238,736	\$26,565
Licenses and permits	59,700	68,632	8,932
Intergovernmental revenues	58,239	65,215	6,976
Miscellaneous revenues	<u>27,450</u>	<u>37,278</u>	<u>9,828</u>
Total Revenues	<u>357,560</u>	<u>409,861</u>	<u>52,301</u>
Expenditures:			
Current:			
General government	113,620	102,173	11,447
Public safety	45,152	38,463	6,689
Highways and streets	82,400	85,907	(3,507)
Health and welfare	17,288	11,670	5,618
Sanitation	31,000	29,804	1,196
Culture and recreation	5,800	5,607	193
Capital outlay	<u>17,200</u>	<u>9,790</u>	<u>7,410</u>
Total Expenditures	<u>312,460</u>	<u>283,414</u>	<u>29,046</u>
Excess of Revenues Over (Under) Expenditures	<u>45,100</u>	<u>126,447</u>	<u>81,347</u>
Other Financing Sources (Uses):			
Operating transfers in		35,000	35,000
Operating transfers out	<u>(20,100)</u>	<u>(20,100)</u>	
Total Other Financing Sources (Uses)	<u>(20,100)</u>	<u>14,900</u>	<u>35,000</u>
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	25,000	141,347	116,347
Fund Balances - January 1	<u>158,397</u>	<u>158,397</u>	
Fund Balances - December 31	<u><u>\$183,397</u></u>	<u><u>\$299,744</u></u>	<u><u>\$116,347</u></u>

**TOWN OF ALBANY, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS**  
December 31, 1996

**NOTE 1--SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town of Albany, New Hampshire conform to generally accepted accounting principles for local governmental units, except as indicated hereinafter. The following is a summary of significant accounting policies.

***Financial Reporting Entity***

The Town of Albany, New Hampshire (the "Town") operates under the Town Meeting form of government and performs local governmental functions authorized by State Law.

The accompanying financial statements of the Town present the financial position of the various fund types and the results of operation of the various fund types.

The financial statements include those of the various departments governed by the Board of Selectmen and other officials with financial responsibility. The Town has no other organizational units which meet criteria for inclusion in the financial statements as defined by the Governmental Accounting Standards Board.

***Fund Accounting***

The accounts of the Town are organized on the basis of funds and account groups, each of which is a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures. Accordingly interfund receivables and payables have not been eliminated. The various funds are summarized by type in the financial statements. The memorandum totals included in the financial statements are presented only for informational purposes and are not intended to represent the financial position or results of operations of the Town as a whole.

Individual funds and account groups summarized in the financial statements are classified as follows:

**Governmental Funds**

These funds are intended to provide recurring general services. They are controlled by a budget approved by the voters.

*General Fund* - used to account for all revenues and expenditures which are not accounted for in other funds or account groups.

**Fiduciary Funds**

Assets are held by the Town in a fiduciary capacity or as an agent for individuals, private organizations, and other governmental units, and/or funds for various purposes. Receipts and expenditures of each fund are governed by statutes, local law, or the terms of the gift.

**TOWN OF ALBANY, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
December 31, 1996

*Trust Funds* - Expendable trust funds (Capital Reserve Funds and Cemetery Funds) are accounted for in essentially the same manner as governmental fund types.

*Agency Funds* - Under State law the Town Trustees of Trust Funds hold the capital reserve funds of the Albany School District, an independent governmental unit located within its boundaries. These funds are accounted for as agency funds.

*Account Groups*

Account groups are not funds; they do not reflect available financial resources and related liabilities, but are accounting records of general fixed assets and general long-term obligations, respectively. The following is a description of the account groups of the Town.

*General Fixed Assets* - The Town does not record the acquisition of fixed assets in the General Fixed Asset Account Group, as required by generally accepted accounting principles. Fixed assets acquired or constructed for general government services are recorded as expenditures in the fund making the expenditures. Funds used to acquire general fixed assets and/or debt service payments on borrowings in connection therewith are accounted for as expenditures in the year payments are made.

*Basis of Accounting*

Governmental funds utilize the modified accrual basis whereby revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long-term debt, are recorded when the liability is incurred, if measurable.

In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the Town, therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditure and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

Licenses and permits, charges for services, fines and forfeitures and miscellaneous revenues (except investment earnings) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned, since they are measurable and available. (See *Property Taxes* for property tax accrual policy.)

During the course of normal operations, the Town has transactions between funds, including expenditures and transfers of resources to provide services, construct assets, and service debt. The accompanying governmental and fiduciary funds financial statements reflect such transactions as transfers.

**TOWN OF ALBANY, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
December 31, 1996

***Budgetary Data***

The Town budget represents departmental appropriations as authorized by annual or special Town meetings. The Selectmen may transfer funds between operating categories as they deem necessary. The Town adopts its budget under regulations of the New Hampshire Department of Revenue Administration which differ somewhat from generally accepted accounting principles in that the focus is on the entire governmental unit rather than on the basis of fund types. The budget presented for reporting purposes is as follows:

Total March 11, 1996 Annual Town Meeting	\$357,560
Timing Differences:	
Continued Appropriations, December 31, 1996	(25,000)
Total Budget - Report Basis	<u>\$332,560</u>

***Assets, Liabilities and Fund Equity***

Investments - Investments are stated at cost. Investments include certificates of deposit with a maturity greater than ninety days from the date of issuance.

Taxes Receivable - Taxes levied during 1996 and prior and uncollected at December 31, 1996 are recorded as receivables, net of an allowance for uncollectible taxes of \$34,276.

Due to Other Governments - At December 31, 1996, the balance of the property tax appropriation due to the Albany School District was \$543,487.

***Revenues, Expenditures and Expenses***

Property Taxes - Taxes were levied on the assessed value of all taxable real property as of the prior April 1 (\$42,281,169 as of April 1, 1996) and were due December 1, 1996. Taxes paid after the due dates accrue interest at 12% per annum.

The Town collects taxes for the Albany School District and Carroll County, both independent governmental units, which are remitted to them as required by law. Taxes appropriated during the year were \$648,129 and \$41,500 for the Albany School District and Carroll County, respectively. These taxes are not recognized as revenues in these financial statements. The Town bears responsibility for uncollected taxes.

Under State law, the Tax Collector obtains tax liens on properties which have unpaid taxes in the following year after taxes are due for the amount of unpaid taxes, interest and costs. These priority tax liens accrue interest at 18% per annum. If the property is not redeemed within a two year redemption period, the property is tax deeded to the Town.

The net 1996 receivables expected to be collected subsequent to March 1, 1997 of \$236,759 have been recognized as tax revenue, which is not in accordance with generally accepted accounting principles. Town officials have decided that compliance with generally accepted accounting principles (GASB Interpretation 3), which would reduce undesignated General Fund balance from \$274,744 to \$37,985, could make these financial statements misleading, due to the limited sixty day revenue recognition period after year end. This understatement might give the user of these financial

**TOWN OF ALBANY, NEW HAMPSHIRE**  
**NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**  
December 31, 1996

statements a misleading impression about the Town's ability to meet its current or future obligations. Under existing State law, the Town will either receive full payment or acquire legal ownership of property in lieu of payment in 1999. Prior history indicates that a substantial portion of overdue taxes are paid before this date.

**NOTE 2--RISK MANAGEMENT**

The Town is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During 1996, the Town was a member of the New Hampshire Municipal Association Property-Liability Insurance Trust, Inc. (NHMA-PLIT) and the New Hampshire Worker's Compensation Fund. The Town currently reports all of its risk management activities in its General Fund. These Trusts are classified as "Risk Pools" in accordance with generally accepted accounting principles.

The Trust agreements permits the Trust to make additional assessments to members should there be a deficiency in Trust assets to meet its liabilities. Generally accepted accounting principles require members of pools with a sharing of risk to determine whether or not such assessment is probable and, if so, a reasonable estimate of such assessment. At this time, the Trusts foresee no likelihood of an additional assessment for any of the past years.

Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported. Based on the best available information there is no liability at December 31, 1996.

*New Hampshire Municipal Association Property-Liability Insurance Trust, Inc.*

The NHMA-PLIT is a Trust organized to provide certain property and liability insurance coverages to member towns, cities, and other qualified political subdivisions of New Hampshire. As a member of the NHMA-PLIT, the Town of Albany shares in contributing to the cost of and receiving benefits from a self-insured pooled risk management program. The program includes a Loss Fund from which is paid up to \$500,000 for each and every covered property, crime and/or liability loss that exceeds \$1,000.

*New Hampshire Worker's Compensation Fund*

The Compensation Fund was organized to provide statutory worker's compensation coverage to member towns, cities, and other qualified political subdivisions of New Hampshire. The Trust is self-sustaining through annual member premiums and provides coverage for the statutorily required workers' compensation benefits and employer's liability coverage up to \$1,000,000. The program includes a Loss Fund from which is paid up to \$375,000 for each and every covered claim.

**NOTE 3--CASH AND INVESTMENTS**

The Town's investment policy requires that deposits and investments be made in New Hampshire based financial institutions that are participants in one of the federal depository insurance programs. The Town limits its investments to savings accounts and certificates of deposit in accordance with New Hampshire State Law (RSA 41:29) or the New Hampshire Public Deposit Investment Pool (NHPDIP). Investments for trust funds are at the discretion of the Town Trustees of Trust Funds. At year end the carrying value of the Town's cash deposits was \$582,389 and the bank balance was

**TOWN OF ALBANY, NEW HAMPSHIRE****NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS (CONTINUED)**

December 31, 1996

\$594,673. Of the bank balance \$100,000 was covered by federal depository insurance and \$494,673 was uninsured.

The Town's investments are categorized to provide an indication of the level of risk assumed by the Town of Albany. Category 1 includes investments that are insured or registered or for which the securities are held by the Town or its agent in the Town's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or dealer's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent but not in the Town's name. The Town has no category 2 or category 3 investments. The Town's category 1 investments are as follows:

Certificates of Deposit	\$34,497
Investments in NHPDIP	55,828
Total Investments	<u>\$90,325</u>

Investments in NHPDIP are not considered susceptible to custodial credit risk and therefore are not categorized by risk.

**NOTE 4--INTERFUND BALANCES**

At December 31, 1996, \$37,500 was due to the Capital Reserve Funds from the General Fund.

**NOTE 5--DESIGNATED FUND BALANCE*****General Fund***

Appropriations for certain projects and specific items not fully expended at year end are carried forward as continuing appropriations to the next year in which they supplement the appropriations of that year. At December 31, 1996, continuing appropriations are reported as a component of fund balance and are as follows:

Reconstructing Town roads	\$37,500
Less: Revenue not susceptible to accrual	<u>(12,500)</u>
	<u>\$25,000</u>

***Expendable Trust Funds***

Expendable Trust Funds at December 31, 1996 are:

Capital Reserve Funds:	
Highway reconstruction	\$41,216
Chapel restoration	1,111
Revaluation	<u>5,000</u>
Total Capital Reserve Funds	47,327
Cemetery Trust Fund	<u>31,068</u>
Total Expendable Trust Funds	<u>\$78,395</u>



Schedule I  
**TOWN OF ALBANY, NEW HAMPSHIRE**  
Combining Balance Sheet - All Trust and Agency Funds  
December 31, 1996

	<u>Expendable Trust Funds</u>			
	Capital Reserve Funds	Cemetery Trust Fund	School Agency Fund	Combining Total
ASSETS				
Investments	\$9,827	\$31,068	\$49,430	\$90,325
Due from other funds	<u>37,500</u>			<u>37,500</u>
Total Assets	<u>\$47,327</u>	<u>\$31,068</u>	<u>\$49,430</u>	<u>\$127,825</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Due to other governments			\$49,430	\$49,430
Total Liabilities			<u>49,430</u>	<u>49,430</u>
Fund Balances:				
Unreserved:				
Designated	<u>\$47,327</u>	\$31,068		<u>78,395</u>
Total Fund Balances	<u>47,327</u>	<u>31,068</u>		<u>78,395</u>
Total Liabilities and Fund Balances	<u>\$47,327</u>	<u>\$31,068</u>	<u>\$49,430</u>	<u>\$127,825</u>

Schedule 2  
**TOWN OF ALBANY, NEW HAMPSHIRE**  
 Schedule of Revenues and Other Financing Sources  
 Budget and Actual - General Fund  
 For the Year Ended December 31, 1996

	Budget	Actual	Variance Favorable (Unfavorable)
<b>Taxes:</b>			
Property taxes	\$163,648	\$183,556	\$19,908
Yield taxes	11,064	11,474	410
Land use change taxes	22,459	22,459	
Interest and penalties	<u>15,000</u>	<u>21,247</u>	<u>6,247</u>
Total Taxes	<u>212,171</u>	<u>238,736</u>	<u>26,565</u>
<b>Licenses and Permits:</b>			
Motor vehicle permit fees	55,000	62,573	7,573
Building permits	2,200	3,152	952
Business licenses and permits	2,000	1,260	(740)
Other licenses, permits, and fees	<u>500</u>	<u>1,647</u>	<u>1,147</u>
Total Licenses and Permits	<u>59,700</u>	<u>68,632</u>	<u>8,932</u>
<b>Intergovernmental Revenues:</b>			
Highway block grant	19,415	19,415	
State shared revenues	9,445	9,446	1
State and federal forest land	29,379	29,379	
Bridge grant	<u></u>	<u>6,975</u>	<u>6,975</u>
Total Intergovernmental Revenues	<u>58,239</u>	<u>65,215</u>	<u>6,976</u>
<b>Miscellaneous Revenues:</b>			
Interest on deposits	4,000	3,341	(659)
Fines and forfeits	2,500	4,782	2,282
Rent of Town property	1,500	150	(1,350)
Sale of Town property	15,350	15,150	(200)
Insurance dividends and reimbursements		5,534	5,534
Other	<u>4,100</u>	<u>8,321</u>	<u>4,221</u>
Total Miscellaneous Revenues	<u>27,450</u>	<u>37,278</u>	<u>9,828</u>
Total Revenues	<u>\$357,560</u>	<u>\$409,861</u>	<u>\$52,301</u>

## Schedule 3

**TOWN OF ALBANY, NEW HAMPSHIRE**

## Schedule of Expenditures and Other Financing Uses

## Budget and Actual - General Fund

For the Year Ended December 31, 1996

	Budget	Actual	Variance Favorable (Unfavorable)
EXPENDITURES			
Current:			
General Government:			
Executive	\$30,300	\$26,208	\$4,092
Financial administration	41,350	40,183	1,167
Elections and registration	2,120	2,129	(9)
Cemeteries	1,000	1,060	(60)
General government buildings	11,745	11,442	303
Planning and zoning	1,300	987	313
Legal expenses	3,000	5,049	(2,049)
Interest on short-term debt	5,000		5,000
Insurance	6,300	5,439	861
Advertising and regional associations	1,505	1,497	8
Reappraisal of property	5,000	5,000	
Contingency	<u>5,000</u>	<u>3,179</u>	<u>1,821</u>
Total General Government	<u>113,620</u>	<u>102,173</u>	<u>11,447</u>
Public Safety:			
Ambulance, fire, rescue	44,000	37,901	6,099
Emergency management	2		2
Fire department	<u>1,150</u>	<u>562</u>	<u>588</u>
Total Public Safety	<u>45,152</u>	<u>38,463</u>	<u>6,689</u>
Highways and Streets			
Town maintenance	82,000	85,551	(3,551)
Street lighting	<u>400</u>	<u>356</u>	<u>44</u>
Total Highways and Streets	<u>82,400</u>	<u>85,907</u>	<u>(3,507)</u>
Health and Welfare:			
Health officer	500		500
Animal control	1,500	1,522	(22)
Social services	7,288	7,288	
General assistance	<u>8,000</u>	<u>2,860</u>	<u>5,140</u>
Total Health and Welfare	<u>17,288</u>	<u>11,670</u>	<u>5,618</u>
Sanitation:			
Solid waste disposal	<u>31,000</u>	<u>29,804</u>	<u>1,196</u>
Total Sanitation	<u>31,000</u>	<u>29,804</u>	<u>1,196</u>

## Schedule 3

**TOWN OF ALBANY, NEW HAMPSHIRE**

## Schedule of Expenditures and Other Financing Uses

## Budget and Actual - General Fund (Continued)

For the Year Ended December 31, 1996

	Budget	Actual	Variance Favorable (Unfavorable)
EXPENDITURES:			
Culture and Recreation:			
Library	1,700	1,650	50
Parks and recreation	4,000	3,957	43
Patriotic purposes	100		100
Total Culture and Recreation	<u>5,800</u>	<u>5,607</u>	<u>193</u>
Capital Outlay:			
Dry Hydrant	2,000	1,933	67
Reseal roads	9,500	2,195	7,305
Chapel restoration	4,500	4,462	38
Ridge view drive maintenance	1,200	1,200	
Total Capital Outlay	<u>17,200</u>	<u>9,790</u>	<u>7,410</u>
Total Expenditures	<u>312,460</u>	<u>283,414</u>	<u>29,046</u>
Other Financing Uses:			
Transfer to capital reserve fund	6,100	6,100	
Transfer to cemetery trust fund	14,000	14,000	
Total Other Financing Uses	<u>20,100</u>	<u>20,100</u>	
Total Expenditures and Other Financing Uses	<u><u>\$332,560</u></u>	<u><u>\$303,514</u></u>	<u><u>\$29,046</u></u>

January 21, 1998

### TOWN AUDITOR REPORT

A summary examination of the receipts and expenditures of the Town of Albany for the fiscal year ended December 31, 1997 was made, with some final reports still in preparation at this date.

The hired auditor, Vachon, Clukey & Co., is proceeding with a detailed audit, required by government authorities since the town receives some federal funds. That will be reported in the 1998 annual report, as appears to be general practice for such audits.

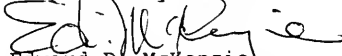
Therefore I limited my examinations to a review of reasonableness of 1997 expenditures and revenues and their assignment to appropriate categories, and comparisons of those expenses and revenues with budget and actual figures of the two prior years. Also reviewed were payroll and tax reporting, property tax billing and posting of payments received, war veterans' discounts, sampling tests of town taxes on vehicles and of dog licenses issued. All check numbers drawn on general funds were accounted for, appropriate signatures were verified and bank statements reconciled.

Beyond those areas I assisted the new town treasurer in establishing appropriate files, the tax collector in developing an improved property tax reporting system and in establishing budget input for selectmen's use as they prepare the total budget, also suggested improvements in procedures that may result in more positive execution and recording of transactions between the town's offices.

The notes which had accompanied the hired auditors' letters of 1994, 1995 and 1996 were found, investigated and commented on in a report to the board of selectmen with a copy to Vachon, Clukey & Co. Those interested may find a copy available in the selectmen's office. In summary, the issues raised were either handled promptly by officers concerned, or procedures were set up to ensure future compliance. In some instances I provided supplemental information in regard to notes, and there was no further inquiry or comment on them.

During the year I served as the third member of a committee on pay, hours and coordination of town offices, as was directed by Warrant Article #4, 1997.

Respectfully submitted

  
Edward D. McKenzie  
Auditor by appointment  
for FY 1997.

# Vachon, Clukay & Co., PC

*Certified Public Accountants*

45 Market Street  
Manchester, New Hampshire 03101  
(603) 622-7070  
FAX: 622-1452

## INDEPENDENT AUDITOR'S REPORT

To the Board of Selectmen  
Town of Albany, New Hampshire

We have audited the accompanying financial statement of Mary Leavitt, Treasurer, Town of Albany, New Hampshire for the period January 1, 1997 to March 15, 1997. This financial statement is the responsibility of Mary Leavitt, Treasurer, Town of Albany, New Hampshire. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Treasurer, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in the note to the financial statement, the Treasurer's policy is to prepare the financial statement on the basis of cash receipts and disbursements, consequently, revenues and related assets are recognized when received rather than when earned, and certain expenses are recognized when paid rather than when the obligation is incurred. Accordingly, the accompanying financial statement is not intended to present the financial position and results of operations in conformity with generally accepted accounting principles.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the cash receipts, cash disbursements and cash balances arising from cash transactions of Mary Leavitt, Treasurer as of March 15, 1997 and for the period then ended, on the basis of accounting described in the note to the financial statement.

*Vachon, Clukay & Co., PC*

March 27, 1997

**TOWN OF ALBANY, NEW HAMPSHIRE**

**Mary Leavitt, Treasurer**

Statement of Cash Receipts, Disbursements and Cash Balances

January 1, 1997 to March 15, 1997

Cash Balance, January 1, 1997		\$582,289
Deposits:		
Tax Collector	\$57,432	
Town Clerk	18,597	
Other Town departments	7,217	
State of New Hampshire	3,878	
Interest on deposits	1,789	
Total Receipts		<u>88,914</u>
		671,203
Selectmen's orders paid		<u>(217,433)</u>
Cash and Investment Balance, March 15, 1997		<u>\$453,770</u>
Summary of Balances:		
New Hampshire Public Deposit Investment Pool		
NH-01-0452-0001		<u>\$300,970</u>
Fleet Bank		
Checking Account - #93951-40104	158,448	
Checks Outstanding	(5,649)	
		<u>152,799</u>
Cash and Investment Balance, March 15, 1997		<u>\$453,770</u>



TRUSTEES OF TRUST FUNDS REPORT 1997				
	BALANCE 12/31/96	DEPOSITS	WITHDRAWALS	INTEREST BALANCE 12/31/97
CAPITAL RESERVE				
SPECIAL				
EDUCATION	\$49,851.19	\$5,000.00	\$16,338.00	\$2,468.96 \$40,982.15
HIGHWAY				
RECONSTRUCTION	\$8,592.12	\$25,000.00	\$0.00	\$509.95 \$34,102.07
CEMETERY				
FUND	\$31,136.03	\$5,150.00	\$1,801.81	\$1,778.43 \$36,306.84
CHAPEL FUND	\$1,109.61	\$0.00	\$1,163.06	\$56.19 \$2.74
REVALUATION				
CAPITAL RESERVE	\$5,000.00	\$5,000.00	\$0.00	\$254.91 \$10,254.91
TOTALS:	\$95,688.95	\$40,150.00	\$19,302.87	\$5,068.44 \$121,648.71





## 1997 SUMMARY OF PAYMENTS

Albany School District	718,487.00
American Red Cross (appropriation)	500.00
American Air Systems (annual cleaning -furnace)	97.75
Andersen, Richard (selectman's salary)	2,000.00
A T & T (long distance access fees)	152.18
Aubuchon (ladder)	203.63
Backman, Bertil (supervisor checklist)	100.00
Barbour, Thomas (selectman's salary)	2,400.00
Bell, R & B (overpayment)	163.33
Bell Atlantic (telephone)	437.62
Blow Bros. (portable toilet for Iona Lake)	210.00
Carroll County Mental Health (appropriation)	800.00
Carroll Cty Registry of Deeds (recording fees)	487.20
Children Unlimited (annual appropriation)	275.00
Children & Youth (appropriation)	2,530.00
Coleman, A.J. & Son, Inc. (road maintenance)	65,321.34
Coleman, A.J. & Son, Inc. (reseal roads Art.# 6)	1,487.00
Coleman Rental (sweeper rental & supplies)	781.50
Compensation Funds of NH (workman's comp)	907.00
Computer Port (computer parts)	329.95
Computer Tutor (computer course tn clk/tax col)	350.00
Concord Savings (overpayment 96 taxes)	265.00
Conway Police department (monitor alarm system)	25.00
Conway Public Library (appropriation)	1,625.00
Conway Village Fire District (fire/amb/rescue)	40,190.00
Conway, Town of (recreation program)	4,426.00
Conway, Town of (solid waste management)	55,266.00
Corbridge & Son Contractors (painting chapel Art #10)	1,990.00
Croto, Willard (moderator, warden,selectman's salary)	532.19
Croto, Willard (reimburse mileage)	9.00
Daily Sun, The (advertising)	644.00
Dept. of Agriculture (dog license fees)	125.00
Eastern Slope Airport Authority (appropriation)	200.00
Family Health Center (annual appropriation)	550.00
Fernald, G (shovel roof)	140.00
Fleet Bank (payroll taxes)	5,743.80
Gibson Center for Senior Citizens (appropriation)	1,837.00
Gore, J & D (abatement 96 taxes)	174.00
Granite State Minerals	13,912.83
Home-Work (door locks for bathrooms)	30.00
Hanson, Beverly A. (net payroll)	17,352.20
Hanson, Beverly (mileage & reimburse supplies)	187.15

Hastings Law Offices (legal fees)	4,073.58
Hively, Jonathan (repair computer)	140.00
Hussey Veterinary Hospital (animal control)	188.00
Jenks Family Trust (abatement 96 & 97 taxes )	16.49
Jones, Charlotte (supervisor of checklist)	100.00
Keefe, J. Lyle ( reimburse materials for chapel)	73.98
Keefe, Sharon (tax coll fees/tn clerk fees- net payroll)	15,012.74
Keefe, Sharon (reimburse mileage)	91.00
Kennett Oil Company, Inc. (fuel town hall)	1,926.28
King, P (survey Jewell cemetery)	290.00
Knox, Stephen (moderator)	50.00
Lawson & Philpot (legal fees for beach law suit)	6,153.58
Leavitt, Mary (treasurer, selectman)	1,416.66
Lee, Robert (custodian)	1,100.00
Leonard, Dianne (dpty crk/col;ballot clerk)	1,540.00
Leonard, Robert (cust & reimburse cem material)	152.81
Lindsey Paint & Wallpaper (paint for chapel -Art# 10)	43.80
LTD Commodities (supplies)	120.45
McCormack, Sylvia (net salary )	924.40
McKenzie, Maxine (supervisor of checklist)	100.00
Michie (NH RSA books)	422.44
Minute Man Press (copies & town report)	1,028.24
Moosehollow Millwork (plaque frame Chapel- Art #10)	26.00
Mt. Valley Business Machine (supplies)	121.28
Mt. Washington Vly Econ Council (dues, spec article)	210.00
National Market Reports (town clerk blue books)	228.00
Nynex (telephone)	882.35
NH Assoc. of Assessing Officials (annual dues)	20.00
NH Assoc. of Conservation Commissions (dues)	125.00
NH Bituminous (Seal Roads Article #7)	3,335.02
NH Govt Finance Officers Assoc. (dues & conference)	145.00
NH Local Welfare Admin Assoc. (dues & conference)	100.00
NH Municipal Association (dues & calendar tn clerk)	505.00
NH Municipal Insurance Trust (health insurance)	1,585.54
NHMA Property Liability Trust (insurance)	3,521.00
NHPDIP (Trust Funds-re-val;highways)	30,000.00
NH, State of (vital statistics)	388.00
NH, State of ( bridge & roads- appropriated in 1995)	62,500.00
NH Tax Collectors Assoc (dues & workshop fee)	55.00
NH Town & City Clerks Assoc (dues & conference)	20.00
North Country Council (dues & manuals)	636.00
Northern Building Supply (surge protector)	16.62
Northtown Associates, LLC	5,300.00
Ossipee Mtn Electronics (fire warden's radio-reim)	1,269.91
Petty Cash (replenish petty cash)	631.58
Pike Industries ( cold patch)	372.02

Office Market	379.00
Pope Security Systems, Inc. (Monitor Alarm)	264.00
Poydar, H (overpayment 96 property tax)	669.00
PSNH (electricity-townhall, street lights)	2,101.08
PSNH (emergency assistance)	1,823.98
Quill Corp. (office supplies)	741.72
Radio Shack ( answering machine)	39.99
Rymes Propane, Inc.	57.44
Sandwich, Town of (solid waste reimbursement)	300.00
Scenic Hill Flooring (hall rug runner)	85.60
Schwaab, Inc. (supplies)	26.70
Sears (refrigerator)	639.88
Scott Productions (town meeting)	220.00
Silverlake Hardware (materials)	283.49
Solomon, S & D (abatement 96 property tax)	351.00
Starting Point (annual appropriation)	138.00
Tamworth, Town of (Wonalancet road maintenance)	1,000.00
Taylor, Brian (selectman's salary)	333.34
T.P.'s Maintenance (cemetery maintenance)	1,080.00
Treasurer, Carroll County (County taxes)	42,089.00
Trend Business Forms (dog tags)	53.75
Tri-County Community Action (appropriation)	475.00
Trustee of Trust Funds (Chapel Funds & Cemeteries)	5,150.00
Urey, David (reimburse Iona Lake expenses Art#5)	125.77
U.S. Postal Service (postage & box rent)	1,485.00
Vachon, Clukay & Company (audit)	3,688.00
Visiting Nurses Services (appropriation)	579.00
Vizard, Sandra (treasurer salary)	950.00
Wales, Elaine (ballot clerk)	40.00
Wales, Richard (fire warden)	27.51
W.E.C. (mowing roadsides, wardens repair)	817.96
Welfare- emergency assistance	1,628.99
White Ribbon Water (drinking water town hall)	229.00
White Sign (road signs)	209.95
Wiggin, Kenneth Jr. (fire warden, mileage)	30.51
Wilbur, Bill Plumbing (repairs)	79.00
<b>Total Checks written</b>	<b>1,158,395.10</b>
Bank Service Charges	646.90
Town of Albany (Welfare reimbursement)	552.85
<b>Total Expenditures:</b>	<b>1,159,593.85</b>
Less:	
Albany School District Taxes:	(718,487.00)
Carroll County Taxes:	(42,089.00)
Sub-total:	<b>398,893.43</b>

Less Special Articles:	
Iona Lake Access (Art. #5)	( 6,489.35)
Reconstruction Town Roads (Art. #6)	(25,000.00)
Reseal Roads (Art. #7)	(4,906.39)
Special Town Meeting (Art.#8)	0
Re-val Capital Reserve (Art #9)	(5,000.00)
Chapel Restoration (Art. #10)	(2,265.82)
Cemetery Expendable Trust (Art #11)	(5,000.00)
Cemetery Expendable Trust (Art. #12)	(150.00)
Mt. Washington Valley Econ. (Art.#14)	(200.00)
Sub-total:	
Less Overpayments	<b>349,881.87</b>
Less Tax Abatements	(1,097.33)
Less Bald Hill Road Payment	(541.49)
Balance = Municipal Budget Expenditures	(62,500.00)
	<b>285,868.47</b>
Unexpended Balance:	
	<b>62,434.53</b>

SCHEDULE OF TOWN OWNED PROPERTY  
AS OF DECEMBER 31, 1997

Town Hall - Land	\$31,950.00
Chapel	\$32,200.00
New Town Hall	\$152,250.00

Furniture & Equipment	
Chapel - 6,000.00	
Town Hall -18,000.00	\$24,000.00

Fire Department	\$10,275.00
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Albany Covered Bridge	\$451,780.00
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Property Acquired By Tax Collector's Deed	
Map8,Lot 24- f/Eastman	\$7,500.00
Map8,Lot67- f/Gallery etal	\$6,750.00
Map7,Lot90-0M1-f/Pina	\$19,200.00
	\$735,905.00

**PLANNING BOARD  
ANNUAL REPORT  
1997**

There has been very little activity in Albany this year to come before the Planning Board. While we have met every month, there has been only one boundary line adjustment, one business expansion, and no subdivisions.

We have tried to speed up the process by careful advanced notice of requirements so that applicants can come well prepared, and holding joint meetings when necessary with the ZBA, to bring all issues to a speedy conclusion.

If you have suggestions to improve the process, or issues to be addressed, please bring them to our attention.

Arthur W. Leavitt, Chairman  
Grace O'Connor  
Bradley Donaldson  
Tom O'Reilly  
Mary Leavitt, Ex-officio  
Tom O'Connor, Alternate



## **North Country Council Report**

This has been another busy year at the Council. As we began our second year of operations from the Cottage at the Rocks, we reaffirmed the Council's commitment to serve community and regional needs.

The transportation committee had a busy agenda dealing with numerous local and regional projects. Highlights include: participation in a three-state discussion focused on Route 2, planning and funding several major bridge projects, planning and coordinating trail systems as well as addressing regional rail issues. The Portland Natural Gas Pipeline occupied a lot of time as we worked with the Attorney Generals Office and the communities along the proposed right of way dealing with location and mitigation issues. Work continued on the Route 16 Corridor Protection Project. Our two working groups from the 14 towns along the highway started to look at some of the potential actions that can be taken along the corridor and will be working towards guidelines and recommendations over the coming year. Major products of the Route 16 effort this past year were a tourism-scenic evaluation element and a design guidebook, both of which will be very useful to local planning boards. Transportation funding activities were a priority with the Council's Transportation Committee and By Way Council. During the year both committees solicited projects to be funded by the Transportation Enhancement Program and the Scenic By Way Program. Recommendations for funded projects were made to the state and federal agencies, results of those efforts will be known this spring.

The year saw the approval of our fifth EDA public works grant since 1991. The latest grant approved was to the Town of Colebrook. The Colebrook Grant brings N.C.C.'s twenty five-year record of EDA funding in the North Country to \$33 million. Work continues on the Haverhill and Lancaster E.D.A. projects and is complete in North Conway and Littleton. The Council's new Economic Development Committee was formed and began meeting. Planning for the new North Country Regional Overall Economic Development Program began. New projects for E.D.A. funding are now being solicited for inclusion in the O.E.D.P.

The N.C.C. Business Resource Center opened and has been in use by area entrepreneurs for the last six months.

The Council continued its work representing the interests of the communities on the Connecticut River, and the region as a whole in the in the Fifteen Mile Falls Hydro Re-Licensing project. The Council was a key player in the negotiations and was able to represent community interest in the operating agreement, insuring that the present access/use continue and that reservoir levels and flow regime remain intact. This means that recreation activities and local tax revenue potential will be equivalent to present conditions. We will continue to stay on top of this critical issue during the coming years.

This last year, the North Country Council Scenic and Cultural By Way Council adopted a Plan for the Regional By Way and developed a marketing publication which will be printed during the spring of 1998. In addition, the Council submitted a proposal to the Federal Highway Administration to have National Scenic By Way designation on the Kancamagus Highway expanded to include portions of Routes 302, 3 and I93 creating a

continuous loop through the White Mountains. Work also continued on the Connecticut River Scenic By Way in cooperation with Vermont and Massachusetts.

The Community Design Program at the Council provided design assistance to Jackson, Haverhill, Whitefield, Bethlehem, Colebrook, Lancaster and Littleton. G.I.S. mapping continued for the entire North Country and individual projects were done for Lisbon, Littleton and Colebrook. The Council also hosted the Northeast Your Town Training Program. This unique program brought 30 local civic leaders and new planning professionals together with a national level community design faculty for a three day intensive community design program. Support of public involvement in community decision making was provided to several towns through survey projects and local forums around the region.

Solid waste planning services continued at the Council with every town in the region getting support from the Council's Solid Waste Staff. On a regional level, the Household Hazardous Waste Program is entering its eleventh year. A regional glass - crushing program began, with the Town of Lancaster in the lead. Support was provided to the region's schools on recycling everything from paper to plastic and glass.

Local technical assistance has always been a mainstay of Council activity, this last year was no different. The Council's grant - writing, planning and engineering staff worked with many of the regions 279 boards and councils on so many locally significant projects that they would be too numerous to mention. Libraries, industrial parks, ordinances, plans, site plan review, water and sewer feasibility, drainage projects, transfer stations master plans, land development capability assessment, water access, road improvement and handicapped access were just a few of the results.

As the year came to a close, the Council forged a relationship with a sister region in the Czech Republic. As a result of this effort, we hope to have local officials, non -profits and businesses from the North Country working with peers in Europe developing mutually beneficial projects and establishing a connection for the North Country into the European Union. In November, a regional official from the Slovak Republic came to the office for a day and a similar dialogue is starting.

The end of the year also witnessed the kick off of a telecommunications initiative at the Council with support from Bell Atlantic, C.D.F.A. and other partners. This important activity is the result of 4 years of study and some intensive work during the last six months.

The Council is here to serve you. It is your organization. Our staff and Board are committed to responding to community need. If there is a project or a need in your town, please call us. We are dedicated to both supporting our individual towns and promoting regional unity in the North Country. As a region, the North Country contains one third of the land - mass of N.H. and one fifth of its municipalities.

Respectfully submitted:

  
Preston Gilbert



# REVENUE FROM STATE & FEDERAL FOREST LANDS

YEAR	FOREST RESERVE	PILT	YIELD TAX	STATE LANDS
1990	39,278.25	5,823.15	9,739.18	0
1991	29,118.90	20,398.45	5,237.29	8,993.42
1992	33,846.02	1,874.97	22,715.00	14,936.25
1993	26,086.61	4,092.00	14,904.36	17,815.31
1994	33,764.45	4,092.00	4,404.94	5,368.81
1995	27,516.00	26,672.00	11,424.32	28,634.14
1996	27,819.67	29,379.00	13,833.70	0
1997	29,254.00	26,980.00	17,418.28	0



## REPORT OF TOWN FOREST FIRE WARDEN AND STATE FOREST RANGER

To aid your Forest Fire Warden, Fire department and State Forest Ranger, contact your local Warden or Fire Department to find out if a permit is required. Violations of RSA 227-L:17, the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines of up to \$2,000 and/or a year in jail. Violators are also liable for all fire suppression costs.

There are ten Forest Rangers who work for the New Hampshire Division of Forests and Lands, Forest Protection Bureau. State Forest Rangers are available to assist communities with forest fire suppression, prevention and training programs, as well as the enforcement of forest fire and timber harvest laws. If you have any questions regarding forest fire or timber harvest laws, please call our office at 271-2217.

There are 2400 Forest Fire Wardens and Deputy Forest Fire Wardens throughout the State. Each town has a Forest Fire Warden and several Deputy Wardens who assist the Forest Rangers with forest fire suppression, prevention, and law enforcement. The 1997 fire season was a safe period for wildland firefighters with no major injuries reported. The drought conditions experienced during the early summer months was a significant factor resulting in the total number of fires reported during the season.

The State of New Hampshire operates 15 fire towers, 2 mobile patrols and 3 contract aircraft patrols. This early detection and reports from citizens aid in the quick response from local fire departments. This is a critical factor in controlling the size of wildland fires and keeping the loss of property and suppression costs as low as possible.

### 1997 FIRE STATISTICS

(All fires reported thru December 23, 1997)

<u>FIRES REPORTED BY COUNTY</u>		<u>CAUSES OF FIRES REPORTED</u>	
Belknap	58	Smoking	54
Carroll	96	Debris Burning	261
Cheshire	63	Campfire	99
Coos	29	Power Line	33
Grafton	51	Railroad	3
Hillsborough	145	Equipment Use	23
Merrimack	148	Lightning	14
Rockingham	54	Children	60
Strafford	63	OHRV	0
Sullivan	19	Miscellaneous	130
		Incendiary	33
TOTAL FIRES	726	Fireworks	16
TOTAL ACRES	177.17		

*Robert Boyd*, Forest Ranger

*Willard Croto*, Forest Fire Warden

ALBANY CEMETERY COMMITTEE  
1997 Report

Have you ever considered leaving a small part of your estate to a town, organization, or such? Have you reconsidered and decided to see this bequest come to fruition during your lifetime? Two owners of lots in the Jewell Cemetery did just that. They sponsored the repair of stones, as well as the cleaning up of weed bushes at Jewell. On behalf of the citizens of Albany, the Cemetery Trustees want to publicly thank Mr. And Mrs. Carlton Farnham for their generous contribution toward the upkeep of the Jewell Cemetery.

The small extension at the Jewell Cemetery has finally been surveyed. This was completed too late in the year for the young tree cover to be removed. That job becomes a priority for 1998.

Regular mowing and clean-up of our cemeteries was accomplished. We showed the job of filling and seeding but received no quotes for the work. Another item for our 1998 list.

Trustees came to the realization they were attempting to bite off more than they could chew in a year's time. Therefore, in 1998, we will concentrate on regular maintenance of all cemeteries along with filling of grave sites, and repair of stones at the Moody Cemetery.

Signs have been made for seven cemeteries. We had hoped to have one in place for the winter season '97-'98, but freeze-up and snow arrived too early.

Trustees accompanied by Steve Knox also made a special visit to the Canada Street Cemetery and have roughed out a plan. Although there are no longer any lots for sale there, we do have inquiries regarding the location of specific burials.

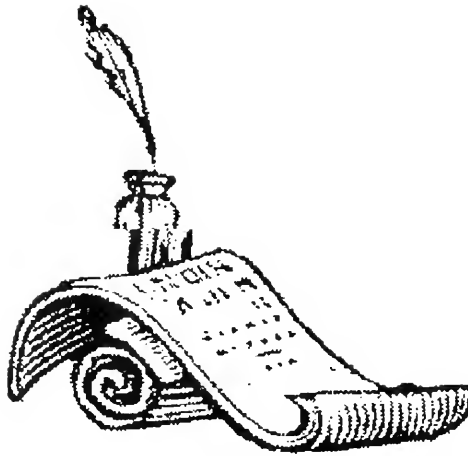
One last note; arrangements have been made to include the purchase and placement of corner markers on lots purchased in the future. This service will assure us that new sites are properly marked and assist the lot owner in complying with the State of New Hampshire's RSA 289:18.

The State of New Hampshire denied the Article of 1996 in reference to direct inclusion of money from the sale of cemetery lots into the cemetery accounts, so we will revert to the previously used method of receipt, General Fund, then Warrant Article the following year.

**Reminder: A Burial Permit must be obtained from the Office of the Selectmen of Albany prior to burial in any Albany Cemetery.**



Submitted by Albany Cemetery Trustees:  
Robert Leonard '98,  
Mary Leavitt '99  
Ann Croto '00



**LAURA JOHNSON PIERCE SCHOLARSHIP FUND**  
**December 31, 1997**

1997 Scholarship was awarded to Keri Deveau.

Savings Account	1824.00
Interest	45.17
Balance	1869.17

Certificate of Deposit	16447.53
Interest	816.95
Balance	17226.48

Term 1 year, maturing date 4/29/98

Submitted by: Dianne Leonard, President

\*Not a part of the Town Audit

# **ALBANY CIVIC GROUP** **1997 TREASURER'S REPORT**

## **INCOME**

No Bake Sale	\$156.00
Spring Rummage Sale	\$218.10
Cookbook Sale	\$307.50
Fall Rummage Sale	\$165.30
Bank Interest	\$34.72
Auction	\$1,065.58
Forester Supper	\$74.00
<b>TOTAL REVENUE</b>	<b>\$2,021.20</b>

## **EXPENSES**

Halloween Party	\$123.45
Stamps,paper, etc	\$76.00
Flowers	\$370.00
Advertising Cookbooks	\$21.88
Misc(Cement)	\$4.59
<b>TOTAL EXPENSES</b>	<b>\$595.92</b>

<b>BEGINNING BALANCE</b>	<b>\$1,356.51</b>
<b>INCOME</b>	<b>\$2,021.20</b>

<b>TOTAL CASH BALANCE</b>	<b>\$3,377.71</b>
<b>EXPENSES</b>	<b>\$595.92</b>

<b>ENDING BALANCE</b>	<b>\$2,781.79</b>
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<b>BANK BALANCE</b>	<b>\$2,776.38</b>
<b>PETTY CASH</b>	<b>\$5.41</b>
<b>TOTAL CASH</b>	<b>\$2,781.79</b>

\*Not a part of the Town audit.

ALBANY HISTORICAL SOCIETY  
Report for 1997

The Albany Historical Society continues to thrive with a membership for 1997 of 49 individuals and organizations. This number shows an increase of over 20% in the last year. We sent out four Newsletters. Also numbering four were our four regular meetings: in April, June, September and November. Programs presented dealt with the following topics: Minerals of New Hampshire, Grand Hotels, White Mountain National Forest as Albany's Neighbor, and Preservation of Personal Papers and Photographs. The November Pot Luck Supper had a small gathering, but excellent food and company.

We expanded our offerings at meetings by giving members an opportunity to share their hobbies through Showcasing. 1997 Showcase Members were Mr. Edward McKenzie with his rock collection, Mrs. Mary Leavitt with her fine arts work, and Mrs. Ann Croto with her needlework. Perhaps in 1998 we will offer this opportunity to small groups of members and may even go outside the membership to other citizens of Albany.

Over a hundred new items have been added to our first two official donations for display in the Albany Chapel. Among these additions are items donated in the past and held until there was a place to display them. Many were from Mrs. Evelyn Piper Fay and Mrs. Marion Schenk, both former Albany residents. To my knowledge, to date, all donations have been cataloged. If you have items with a connection to Albany and her Residents' past, and find them not really cherished by your offspring, consider donating them to the Society.

Projects pursued in 1997 were the printing of note cards with art work of Mary Leavitt. They are packaged as a set of five, for \$5.00, and are available for purchase at both the Albany Selectmen's Office and the Office of the Town Clerk/Tax Collector. We also have Albany Cookbooks available for sale at these offices.

An Open House at the Albany Chapel was held on October 11. A number of people stopped by to visit and examine the items on display. AHS members also participated in the National Forest Foundation Festival which took place on September 20 and 21. Members had the opportunity to greet and talk with members of the public at the Albany Covered Bridge and the Russell/Colbath House.

A final note: on December 1, *the Members of the Albany Historical Society received a CERTIFICATE OF APPRECIATION, a Governor's Volunteer Recognition Award*, for the volunteer work done by the many Society members. Congratulations, Folks! Keep it up.

Respectfully submitted

Ann Croto - President  
Elaine Wales - Vice President



Mary Leavitt - Secretary  
Elaine Wales - Treasurer

## ALBANY CHAPEL COMMISSION

In 1997, the Chapel Commission completed its last major project for the time being. During the year the interior received a new paint job, both on the walls and on the trim.

Once again with the volunteer labor of the Albany Historical Society, some cleaning, detail painting, and other little projects were completed. The donation of the bookcases was greatly appreciated.

Late in the Fall the Historical Society hosted an open house as an opportunity for anyone to view the accomplishments. The building as well as historical items of the society were on display for those interested. The focus of the committee has shifted to the long term usage of the building. The next step after attending to the needs of the building is to make provisions for its future use.

Although the Historical Society will have some use of the chapel, no permanent displays will be built in to the hall. The goal in establishing guidelines for any one who may wish to use the hall is to be self-sustaining. The fees must cover the expenses.

During the coming year, the commission will be working on guidelines and specific rules for the future use of the chapel. As always, public input and opinion are welcome.

## Mt. Washington Valley Economic Council

1997 was a busy year for the Economic Council. The Board of Directors and staff have developed programs that support our mission and serve our twelve town region. We believe we have remained true to our mission to “improve and diversify the economic vitality in the Mt. Washington Valley Region” and we will continue to do so in 1998.

Following are highlights of 1997:

- Energy Workshops held in early 1997. Workshops explored the economic impact of our limited fossil fuel supply.
- Conducted a technology survey over the Internet. Survey results provide an inventory of technology professionals, potential employee market, and small business interest.
- Secured financial support from 11 of our 12 member towns
- Hired full-time executive director and administrative assistant to implement programs of the Economic Council.
- Secured permanent office space in Conway Village.
- Sponsored its first ever Energy Fair in conjunction with the Tour de Sol - over 200 attend the event at Schouler park.
- Implemented the Business Visitation program in the Valley. 240 business were targeted for 1997.
- Established a Revolving Loan Fund. Two loans made in it's initial year. Both loans made to local businesses.
- Developed a One Stop Business Resource Center in the Council office. The Council is joined by Anne Getchell or USDA and a newly formed SCORE Chapter. The SCORE chapter and USDA provide free business counseling to valley entrepreneurs.
- Established a monthly business leaders breakfast called Eggs & Issues. Governor Jeanne Shaheen keynote speaker at first breakfast. Breakfasts provide networking opportunities for business owners as well as present speakers of interest.
- Council forms partnership with local school districts to implement School to Work Program.
- Produced the Rural Technology Summit in mid-September.

In the coming year, the Council will continue to work to strengthen the economies of the twelve towns we represent. We ask your support in our effort and invite your participation. We encourage your comments and ideas and we hope you will join us in 1998 and make a real difference for the people of the Valley.

Margaret Howlett, Executive Director



# VITAL STATISTICS

## MARRIAGE LOG

DATE	GROOM	BRIDE
04/12/97	Pomerleau, Christopher M.	Boucher, Lisa J.
05/15/97	Abbott, James A	Jondro, Sandra B.
08/09/97	Mcperson Jr. Kenneth E	Roy, Jennifer L.
08/16/97	Smith, Jed A.	Rotberg, Fiona J.
08/29/97	Valladares, Allan	Manning, Leah A.
11/08/97	Driscoll, John M.	Matthews, Nancy
11/29/97	Fitzpatrick, Joseph M.	Cummings, Lynne R.
12/31/97	Shackford, III Joseph M.	Lance, Raina M.

## BIRTHS IN 1997

DATE	NAME	FATHER	MOTHER
06/13/97	Nicole A Wurtz	John Wurtz	Sandra Wurtz
07/16/97	Danielle L. Vizard	Scott Vizard	Kathleen Vizard
08/27/97	Caitlyn M. Murphy	Thomas Murphy	Deborah Murphy

## DEATHS IN 1997

DATE	NAME
10/09/97	Mary Young

## SCHOOL DISTRICT OF ALBANY

### SCHOOL BOARD

Eugene Shannon, Chair  
Stanley Solomon  
Margaret Hand

Term Expires 1999  
Term Expires 1998  
Term Expires 2000

MODERATOR  
Stephen Knox

TREASURER  
Brenda Dexter

CLERK  
Sharon Keefe

AUDITOR  
Vachon, Clukay & Co., PC

### SCHOOL ADMINISTRATIVE UNIT NO. 9 STAFF

Harry L. Benson, Superintendent of Schools  
Richard B. Mezquita, Asst. Superintendent  
Regina E. LaVoie, Director of Special Services  
James Hill, Purchasing, Contract & Insurance Administrator  
Becky Jefferson, Director of Budget & Finance  
Pamela Merriman, Preschool Coordinator  
Theresa Kennett, Grants Coordinator  
Susan Gaudette, Financial Assistant  
Jayne Hathaway, Financial Assistant  
Laurie Burnell, Secretary  
Priscilla Stimpson, Secretary  
Barbara Anthony, Receptionist/Office Assistant

## **SUPERINTENDENT'S REPORT**

**By Harry L. Benson**

The schools in SAU #9 continue to improve the excellent education provided to students. The New Hampshire Educational Assessment and Improvement Program (NHEAIP) test is doing as projected -- showing us areas of strength and those in need of improvement. This year, Kennett tenth grade students rated among the top ten schools in the State. While it is still early in the assessment program, the results indicate that we are improving, yet much remains to be done. Teachers and principals are continuing to review curriculum, aligning it with State standards, and establishing benchmarks for each grade level. Last June, we published end of grade expectations for students in grades K-6. We're working on grades 7-12 now, and reviewing the K-6 standards for revision as appropriate. This is a time-consuming process, but will enable the teachers and principals to communicate more clearly with parents regarding student expectations. Teachers and principals are working to improve instruction and focusing on problem solving and higher order questioning to challenge all students.

Kennett High School completed its ten year accreditation process with the New England Association of Schools and Colleges (NEASC). The Association accredited the school, but also warned it to correct several deficiencies. Some of those regarding air quality and physical environment have been addressed. The space needs continue to be an issue. Educationally, Principal Carol Blotner and her staff are working to revise curriculum, strengthen standards, and make adequate courses available for all students. The school is an excellent secondary institution, but there is always room for improvement.

The Mount Washington Valley Academy alternative school demonstrated better than expected success during its first year of operation. One student completed the GED and entered college, and four others returned to Kennett as planned. We are pleased with this alternative setting for at-risk students and hope to expand it to the 30 student enrollment as originally intended.

The School Board has worked hard to provide direction for the school system while maintaining a quality program under the constraints of the default budget which was adopted last year at the direction of the voters. The Conway School Board is now involved in a strategic planning process. This activity provides opportunities for all citizens to become involved and to share with the Board their ideas and recommendations for quality education. It is important that each of you is involved. Also, the Board has negotiated contracts with all of the unions, and these are on the ballot for your consideration. Acceptance by you, the voters, is important to the Board and the entire system. I urge you to consider the articles carefully.

The Albany/Conway/Eaton Cooperative Planning Board has adopted Articles of Agreement which, if adopted by the voters in the three towns, will form a single, cooperative school district from the three separate districts. Such a cooperative has benefits to all three towns. It is important that you study the issue carefully and vote at the polls on election day.

As I retire in July, I believe I am leaving the system better than when I arrived, but there is still much room for improvement. I am particularly pleased with the principals of the Conway schools -- indeed all principals in SAU #9. We have excellent educational leadership for which the entire town and Valley can be proud. A study of the SAU management reports that the school system is fiscally prudent in spite of the increases resulting from increased enrollments and a higher cost of doing business. The business staff carefully watches the taxpayers' funds while we operate the biggest and most important business in the Valley.

Education is positive in the Valley; however, it can improve and you can help it by becoming involved. Contact the staff at a school and volunteer your time, services, and knowledge for a few hours each month. You and the entire community will benefit.

## CONWAY ELEMENTARY SCHOOL

### Principal's Report

By Steven T. Kelley

The past year has been busy and exciting for Conway Elementary School. Our talented and dedicated staff continues to challenge our students and make learning fun and relevant in many different ways. The 1997-98 school year features many new programs and opportunities for children. Check us out! Our school is buzzing with activity throughout the day until late into the afternoon on a daily basis.

Two new after-school programs are providing our students with learning experiences that extend beyond the regular school day. The **After-School Enrichment Program (ASEP)** offers a wide range of activities to students in grades K-6. Karate, calligraphy, dance, computer, cooking, crafts, gymnastics, and science experiments are just some of the many **ASEP** offerings open to our students. The credit for this program goes to coordinators **Suzanne Birdsall** and **Mary Willenbrock**, two parents who are dedicated to creating quality after-school experiences for children. Their hard work and commitment to the creation of this program are greatly appreciated by all.

The **Homework Club**, which is also new this year, provides after-school academic tutoring and support for students. Supported by federal grant monies, the **Homework Club** is run by CES staff members **Andrea Martin** and **Joan Twombly**. The benefits of the **Homework Club** can be readily seen in the increased academic achievement by members of "The Club."

Our school has also been enriched by the presence of a Polish Intern who is spending the school year at Conway Elementary School. **Kasia Wloch**, a college student from Poland, has offered a unique international flavor to our school this year while working with students throughout the school.

There is so much more than can be mentioned in this brief report. I urge you to drop by and see for yourself the many wonderful things that are happening. Conway Elementary School is a vibrant and successful place; and great things are happening through the cooperation and teamwork of parents, staff, and students, all working together with a common vision for excellence.

As always, it is with optimism and hope that we look to the future. Together, we can make great things happen!

**ALBANY SCHOOL DISTRICT WARRANT  
STATE OF NEW HAMPSHIRE**

To the Inhabitants of the School District of Albany, in the County of Carroll, State of New Hampshire, qualified to vote on District affairs:

You are hereby notified to vote for School District Officers at the Town Hall in Albany on the 10th day of March, 1998. The polls will open for this purpose at 10:00 a.m. and will not close before 6:00 p.m.

**ARTICLE 1.** To elect a Moderator for the ensuing year.

**ARTICLE 2.** To elect a Clerk for the ensuing year.

**ARTICLE 3.** To elect a member of the School Board for the ensuing three years.

**ARTICLE 4.** To elect a Treasurer for the ensuing year.

YOU ARE ALSO NOTIFIED TO MEET AT THE SAME PLACE AT 7:00 P.M. TO ACT UPON THE FOLLOWING SUBJECTS:

**ARTICLE 5.** Shall the School District accept the provisions of RSA 195 (as amended) providing for the establishment of a cooperative school district, together with the School Districts of Eaton and Conway, in accordance with the provisions of the proposed articles of agreement filed with the school district clerk? (Recommended by the School Board)


Yes \_\_\_\_\_ No \_\_\_\_\_

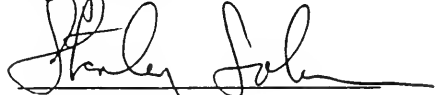
**ARTICLE 6.** To see if the District will vote to raise and appropriate the sum of nine hundred thirty-four thousand six hundred thirty-eight dollars (\$934,638.00) for the support of schools, for the payment of salaries for school district officials and agents, and for the payment of the statutory obligations of the District, exclusive of other articles. (Recommended by the School Board)

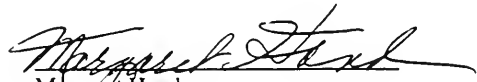
**ARTICLE 7.** Shall we adopt the provisions of RSA 194-B, implementing an open enrollment school program for the grades 9-12? Shall no more than thirty percent (30%) of the district's current enrollment, grades 9-12, be eligible for tuition to attend an open enrollment school located outside the district? Shall no more than zero percent (0%) of the district's current pupil enrollment, grades 9-12, be eligible to attend an open enrollment school located within the district? (Submitted by petition)

**ARTICLE 8.** To transact any other business that may legally come before this meeting.

Given under our hands, this 10<sup>th</sup> day of February, 1998.

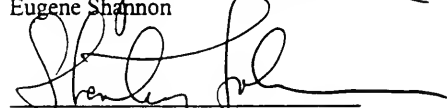
  
Eugene Shannon

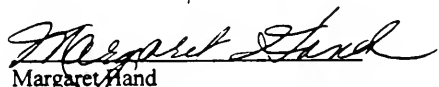
  
Stanley Solomon

  
Margaret Hand

A TRUE COPY OF WARRANT - ATTEST

  
Eugene Shannon

  
Stanley Solomon

  
Margaret Hand

**CONWAY COOPERATIVE SCHOOL BOARD**  
**Proposed Articles of Agreement**

**NAME**

1. The Albany, Conway, and Eaton School Districts shall combine into a single cooperative school district to be known as the Conway Cooperative School District.

**MEMBERSHIP/REPRESENTATION**

2. The Conway Cooperative School Board shall consist of nine (9) members to be elected at large. Seven members must reside within the Town of Conway and one each in the Towns of Albany and Eaton. Initially, two members residing in Conway will be elected for one year; two members living in Conway and one living in Eaton shall be elected for two years; and three members living in Conway and one living in Albany shall be elected for three years. After the initial election, all shall be elected to three year terms.
3. The Conway Cooperative School District will serve students in grades K-12 from the Towns of Albany, Conway, and Eaton. The Cooperative District will be the receiving district for the districts included in the existing CONWAY AREA AGREEMENT.

**FACILITIES**

4. The existing Conway schools and the SAU #9 office, which is the property of the Conway School Board, will be purchased by and become the property of the Cooperative School District. The purchase will be at a cost equal to the official appraised value of the buildings and grounds as approved by the State Department of Education. If the purchase is not approved for state reimbursement of building aid at the rate of 45% of the total appraised cost of the buildings less any prior building aid paid to Conway, these articles become null and void. The purchase will be scheduled over a ten year period with no interest. The basis for allocating the purchase costs to the pre-existing districts will be 75% of the most recent available official average daily membership (ADM) and 25% of the most recent official equalized valuation from the three pre-existing districts. The facilities become the property of the Conway Cooperative School District.

**FUNDING FORMULAS**

5. The capital and operating expenses of the Conway Cooperative School District shall be apportioned 75% on the most recent available official Average Daily Membership (ADM) of the students from each pre-existing district and 25% on the most recent official equalized valuation of the three pre-existing districts as determined by the Department of Revenue Administration. A schedule of payments based on the respective shares of each town shall be established and revised as necessary by the Cooperative School Board and appropriate town officials (Selectmen) of the three towns. Payment will be made to the SAU # 9 offices.



6. State Foundation Aid and Federal Forestry Funds received by pre-existing districts shall continue to accrue to the benefit of each pre-existing, individual district to be applied to that district's share of the cost of the Cooperative District.
7. Any capital reserve funds or trust funds held by pre-existing districts shall be held by those districts and used as stipulated in the terms of the trust or reserve fund; except that the funds could be applied to the same purposes in the cooperative, or, could be applied as a credit to the pre-existing district's obligation for the first year's operation of the cooperative, or may be spread over the first five years of operation as determined by the voters of the pre-existing district. (RSA 195:11, 11a)

### **METHOD OF AMENDMENT**

8. These Articles may be amended at any time by a majority vote of the Cooperative School Board and a majority vote of the voters of each of the pre-existing districts using the respective town supervisors' checklists with the meeting time and place established by the Cooperative School Board except that the method of apportionment of operating and capital expenses may not be amended until five years after the date of the first annual meeting of the Cooperative.

### **TRANSPORTATION**

9. The Conway Cooperative School District shall be responsible for transportation for all students within the Cooperative. All buses and/or transportation contracts owned by pre-existing districts shall become the property and responsibility of the Cooperative School District.

### **WITHDRAWAL**

10. No pre-existing district may withdraw from the Cooperative until after ten years following the date of operating responsibility. Any pre-existing district may undertake a study to consider the feasibility and suitability of one or more districts withdrawing according to the terms of RSA 195:25.

Should Conway elect to withdraw, Conway would revert to the receiving district of the Conway AREA Agreement if, at the time of withdrawal, the Cooperative remains as the receiving district for the AREA. Should Conway withdraw from the cooperative, it must be according to the provisions and guidelines of RSA 195:25 and others as may be applicable. If Conway elects to withdraw, it will repurchase the facilities by paying Albany and Eaton for their equity share of the then current appraised value of the facilities including their share of any bonded indebtedness incurred by the cooperative.

### **EFFECTIVE DATE**

11. The Conway Cooperative School District will begin organizational efforts immediately following ratification by the voters, and begin operation on the second July 1 following approval by the respective towns and election of the Cooperative School Board. The Cooperative District will hold its first annual meeting in the March preceding the July 1 operational date to adopt its budget.

## **BUDGET COMMITTEE ESTABLISHED**

12. The Cooperative School District at its first organizational meeting shall establish a Budget Committee as authorized by RSA 195:12-a. The Committee shall have the same number of members as the Cooperative School Board including one member from the Cooperative School Board. The School Board member shall be appointed by the Board and the other members shall be elected at large from among the participating towns with six members living in Conway, and one each in Albany and Eaton.
13. The Conway Cooperative School Board shall submit all issues requiring a vote of the legislative body to that body in an official ballot on the designated day. Prior to the designated day for balloting, the Cooperative School Board shall convene a Cooperative District Deliberative Session so the voters may discuss the proposed warrant for the ballot. At that session, voters may amend any article to be included on the official ballot. Timelines for the official meetings shall be established by the Board to coincide with the timelines developed for those districts using RSA 40:13. Should any article fail at the official ballot, it may not be reconsidered; except that should the budget article fail, the Cooperative Board shall determine whether to use the default budget representing the prior year budget plus or minus those expenditures required by law or contract; or to call a single additional special district meeting to consider another budget amount. Such special meeting convened to consider the budget shall be limited to that article and will be preceded by a deliberative session to discuss the article.

Approved by Cooperative Planning Board - December 4, 1997

Approved by New Hampshire State Board of Education - December 15, 1997

Town of Albany  
1997 School District Meeting  
March 11, 1997

This year the meeting began a little later than usual. The moderator asked to read all the warrant articles and then proceeded.

Article 1. To elect a moderator for the ensuing year.

Stephen Knox            156 votes

Article 2. To elect a Clerk for the ensuing year.

Sharon Keefe            18 votes

Article 3. To elect a member of the school board for the ensuing 3 years.

Margaret Hand          138 votes

Article 4. To elect a member of the school board for the ensuing year.

Stanley Solomon        2 votes

Article 5. To elect a Treasurer for the ensuing year.

Brenda Dexter           2 votes

Article 6. To see if the School District will vote pursuant to RSA 195:18 to establish a cooperative secondary school district planning committee of three qualified voters, of whom at least one shall be a member of the school board, and to direct the moderator to appoint the three members to serve on that committee; and raise and appropriate the sum of one thousand dollars (\$1,000.00) to fund the district's share of expenses for the planning committee to accomplish this task? This article was amended to look into withdrawing from the area agreement. This amendment was defeated and the article carried as written.

Article 7. To see if the District will vote to raise and appropriate the sum of thirty thousand dollars (\$30,000.00) as a supplemental appropriation for the purpose of paying unanticipated special education expenses for the 1996-1997 school year, and to authorize it to be withdrawn from the Capital Reserve Fund (Special Education) that was created for that purpose. There was much discussion on this article; towns people were not exactly sure why we were raising this amount of money. Bill Lake asked to have it amended to raise only \$20,000.00, but this did not pass. The article carried as read.

Article 8. To see if the District will vote to raise and appropriate the sum of eight hundred sixty-two thousand seven hundred and eighteen dollars (\$862,718.00) for the support of schools, for the payment of salaries for school district officials and agents, and for the payment of the statutory obligations of the District, exclusive of other articles. This article carried with little discussion.

The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Sharon A. Keefe  
School District Clerk

# ALBANY SCHOOL DISTRICT

## Balance Sheet

June 30, 1997

	General Account
<u>ASSETS:</u>	
Cash	\$ 11,855.96
Interfund Receivables	16,338.00
Intergovernmental Receivables	<u>212,487.00</u>
TOTAL ASSETS	\$240,680.96

<u>LIABILITIES AND FUND EQUITY:</u>	
Intergovernmental Payables	\$165,556.35
Other Payables	3,663.62
Deferred Revenues	29,253.59
Unreserved Fund Balance	<u>42,207.40</u>
TOTAL LIABILITIES AND FUND EQUITY	\$240,680.96

## STATEMENT OF REVENUES For the Fiscal Year Ended June 30, 1997

	General Account	
<u>REVENUE FROM LOCAL SOURCES:</u>		
Taxes	\$648,129.00	
Earnings on Investments	<u>385.88</u>	
TOTAL LOCAL REVENUE		\$648,514.88
<u>REVENUE FROM STATE SOURCES:</u>		
Foundation Aid	\$ 13,846.55	
Other	<u>4,000.00</u>	
TOTAL REVENUE FROM STATE SOURCES		17,846.55
<u>REVENUE FROM FEDERAL SOURCES:</u>		
Indirect Federal Aid	\$ 7,546.80	
Revenue in Lieu of Taxes	<u>\$ 27,819.67</u>	
TOTAL REVENUE FROM FEDERAL SOURCES		35,366.47
<u>REVENUE FROM OTHER SOURCES:</u>		
Transfer From Capital Reserve Fund	<u>\$ 16,338.00</u>	
TOTAL REVENUE FROM OTHER SOURCES		\$ 16,338.00
TOTAL REVENUE		\$718,065.90

ALBANY SCHOOL DISTRICT  
1998-1999 BUDGET

FUNCTION	OBJECT/DEPT	DESCRIPTION	ADOPTED BUDGET 1996-97	ACTUALS 1996-97	ADOPTED BUDGET 1997-98	PROPOSED BUDGET 1998-99
1100		REGULAR EDUCATION				
	561-101	Tuition, Elementary (74/8K)	418,900	411,896 13	432,000	444,600
	561-102	Tuition, Jr. High (26)	96,000	72,694 04	111,600	159,900
	561-103	Tuition, Sr. High (27/1)	162,500	161,648 52	175,000	183,000
		TOTAL 1100 REGULAR EDUCATION	677,400	646,238 69	718,600	787,500
1200		SPECIAL EDUCATION				
	330-120	Occupational/Physical Therapy	7,920	5,226 88	4,320	3,700
	330-135	Extended School Year	3,425	1,123 28	2,825	4,374
	563-109	Private Tuition	18,750	42,073 26	58,829	60,350
		TOTAL 1200 SPECIAL EDUCATION	30,095	48,423 42	65,974	68,424
2140		PSYCHOLOGICAL SERVICES				
	330-120	Testing/Counseling	2,650	1,440 00	3,500	2,500
		TOTAL 2140 PSYCHOLOGICAL SERVICES	2,650	1,440 00	3,500	2,500
2150		SPEECH SERVICES				
	330-120	S/L Evaluations	1,175	395 36	2,700	1,000
		TOTAL 2150 SPEECH SERVICES	1,175	395 36	2,700	1,000

ALBANY SCHOOL DISTRICT  
1998-1999 BUDGET

FUNCTION	OBJECT/DEPT	DESCRIPTION	ADOPTED BUDGET 1996-97	ACTUALS 1996-97	ADOPTED BUDGET 1997-98	PROPOSED BUDGET 1998-99
2310		SCHOOL BOARD SERVICES				
	523-37	Insurance, Treas Bond	100	100.00	100	100
	110-74	School Board Salaries	400	400.00	400	400
	390-47	Census	0	0.00	400	0
	390-74	Treasurer's Salary	100	100.00	150	150
	380-47	Legal/Professional Services	500	1,406.57	500	1,500
	380-47	Cooperative Planning Committee	0	0.00	1,000	500
	390-47	Audit	750	1,100.00	750	1,100
	390-74	Salary, Clerk	50	50.00	50	50
	390-117	School Board Expenses	200	122.00	400	400
		TOTAL 2310 SCHOOL BOARD SERVICES	2,100	3,278.57	3,750	4,200
2320		OFFICE OF SUPERINTENDENT				
	351-104	SAU #9 Share	8,534	8,534.15	11,190	11,505
		TOTAL 2320 OFFICE OF SUPERINTENDENT	8,534	8,534.15	11,190	11,505
2550		PUPIL TRANSPORTATION				
	513-120	Cont. Services-Reg Trans.	46,800	47,642.00	48,204	49,649
	513-120	Cont. Services-Reg Trans	600	2,304.00	3,100	1,260
	563-120	Cont. Services-Sp Ed	4,000	160.00	1,700	3,600
		TOTAL 2550 PUPIL TRANSPORTATION	51,400	50,106.00	53,004	54,509

ALBANY SCHOOL DISTRICT  
1998-1999 BUDGET

FUNCTION	OBJECT/DEPT	DESCRIPTION	ADOPTED BUDGET 1996-97	ACTUALS 1996-97	ADOPTED BUDGET 1997-98	PROPOSED BUDGET 1998-99
5250		CAPITAL RESERVE				
	880-105	Transfer Reserve - Sp. Ed	5,000	5,000.00	5,000	5,000
		TOTAL 5250 CAPITAL RESERVE	5,000	5,000.00	5,000	5,000
			=====	=====	=====	=====
		TOTAL APPROPRIATION	778,354	763,416.19	863,718	934,638
		SUPPLEMENTAL APPROP-REGULAR EDUC				
		SUPPLEMENTAL APPROP-SPECIAL EDUCATION			30,000	0
			=====	=====	=====	=====
		GRAND TOTAL APPROPRIATION	778,354	763,416.19	893,718	934,638

ALBANY SCHOOL DISTRICT  
ESTIMATED REVENUE

	ACTUAL RECEIPTS 1996-97	ESTIMATED REVENUE 1997-98	ESTIMATED REVENUE 1998-99
	<hr/>	<hr/>	<hr/>
Unencumbered Balance	87,558	42,207	0
REVENUE FROM STATE/FEDERAL SOURCES.			
Foundation Aid	13,847	16,172	16,000
Catastrophic Aid	0	0	0
Kindergarten Aid	4,000	6,000	6,000
Medicaid Reimbursement	7,547	0	2,000
National Forest Funds	27,820	29,254	25,000
REVENUE FROM LOCAL SOURCES:			
Other Local Revenue	385	1,000	1,000
Supplemental Approp-Tuition	0	0	0
Supplemental Approp-Spec Educ	16,338	30,000	0
Cap. Reserve	<hr/>	<hr/>	<hr/>
Total Revenue	157,495	124,633	50,000
DISTRICT ASSESSMENT	648,129	769,085	884,638
	<hr/>	<hr/>	<hr/>
GRAND TOTAL REVENUE	\$805,624	\$893,718	\$934,638



CONWAY SCHOOL DISTRICT  
1997-1998 ELEMENTARY TUITION CALCULATIONS  
NOVEMBER 3, 1997

	ACTUAL ELEM. GENERAL FUND EXPENDITURES 1996-97
	<hr/>
1100 Regular Education	2,833,502.15
1200 Special Education	1,186,647.34
1400 Co-Curricular Education	4,632.00
2120 Guidance Services	127,630.18
2130 Health Services	68,548.79
2140 Psychological Services	18,029.66
2150 Speech Services	217,062.11
2210 Improvement of Instruction	32,968.91
2220 Educational Media	138,152.75
2310 School Board Services	42,907.72
2320 Office of Superintendent	193,779.01
2410 Office of Principal	286,345.72
2540 Operation/Maintenance of Plant	399,252.93
2550 Pupil Transportation	161,396.71
2600 Evaluation Services	2,215.20
2900 Other Support Services	90,509.35
	<hr/>
TOTAL ELEM. GENERAL FUND EXPENSES	\$5,803,580.53 *
LESS: Transportation	(161,396.71)
LESS: Spec. Educ.(Conway Only)	(794,214.70)
LESS: Spec. Educ. Psych. (2140) (Conway Only)	(18,029.66)
	<hr/>
TOTAL FOR TUITION CALCULATION	\$4,829,939.46
	<hr/>
DIVIDED BY 1996-97 ELEMENTARY ADM	927.8
	<hr/>
	\$5,205.80
PLUS 2% RENTAL FEE (1997-98)	**
	<hr/>
1997-1998 CONWAY ELEMENTARY TUITION RATE	\$5,471.24
1997-1998 JOHN FULLER ELEM. TUITION RATE	\$5,516.05
1997-1998 PINE TREE ELEM. TUITION RATE	\$5,510.35

\*Does not include Federal Projects/Lunch

\* CONWAY ELEM 2% RENTAL \$265.44  
 \*\* JOHN FULLER ELEM 2% RENTAL \$310.25  
 \*\* PINE TREE ELEM 2% RENTAL \$304.55

CONWAY SCHOOL DISTRICT  
1997-1998 JUNIOR HIGH TUITION CALCULATIONS  
NOVEMBER 3, 1997

	ACTUAL JR.HIGH GENERAL FUND EXPENDITURES 1996-97
	<hr/>
1100 Regular Education	1,122,797.30
1200 Special Education	333,011.17
1400 Co-Curricular Education	57,887.62
2120 Guidance Services	62,831.20
2130 Health Services	13,212.58
2140 Psychological Services	6,260.00
2150 Speech Services	16,883.77
2190 Other Support Services	25,046.24
2210 Improvement of Instruction	7,716.74
2220 Educational Media	32,102.19
2310 School Board Services	17,387.44
2320 Office of Superintendent	78,524.83
2400 School Administration	210,898.65
2540 Operation/Maintenance of Plant	224,640.63
2550 Pupil Transportation	68,524.87
2600 Evaluation Services	381.00
2900 Other Support Services	38,056.14
4300 Architect Services	7,800.75
	<hr/>
TOTAL JR HIGH GENERAL FUND EXPENSES	\$2,323,963.12 *
LESS: Transportation	(68,524.87)
LESS: Spec. Educ.(Conway Only)	(115,685.35)
LESS: Spec. Educ. Psych. (2140) (Conway Only)	(6,260.00)
	<hr/>
TOTAL FOR TUITION CALCULATION	\$2,133,492.90
	<hr/>
DIVIDED BY 1996-97 JR HIGH ADM	376.1
	<hr/>
	\$5,672.67
PLUS 2% RENTAL FEE (1997-98)	\$350.74
	<hr/>
1997-1998 CONWAY JUNIOR HIGH TUITION RATE	\$6,023.41

\*Does not include Federal Projects/Lunch

CONWAY SCHOOL DISTRICT  
1997-1998 HIGH SCHOOL TUITION CALCULATIONS  
NOVEMBER 3, 1997

	ACTUAL HIGH SCHOOL GENERAL FUND EXPENDITURES 1996-97
1100 Regular Education	1,865,565.86
1200 Special Education	615,471.05
1300 Vocational Education	404,512.67
1400 Co-Curricular Education	164,821.70
2120 Guidance Services	109,065.24
2130 Health Services	37,648.74
2140 Psychological Services	892.50
2150 Speech Services	65,155.71
2190 Other Support Services	58,281.08
2210 Improvement of Instruction	21,357.50
2220 Educational Media	76,650.94
2310 School Board Services	33,185.70
2320 Office of Superintendent	149,872.66
2400 School Administration	428,051.84
2540 Operation/Maintenance of Plant	575,189.61
2550 Pupil Transportation	148,853.98
2600 Evaluation Services	9,446.03
2900 Other Support Services	67,199.89
4300 Architect Services	18,201.75
TOTAL HIGH SCHOOL GENERAL FUND EXPENSES	\$4,849,424.45 *
LESS: MT. Washington Valley Academy (Separate Cost Unit)	(111,060.32)
LESS: Revenue-Driver Educ	(23,250.00)
LESS: Revenue-Voc Exchange	(10,276.06)
LESS: Revenue-CoCurricular	0.00
LESS: Transportation	(148,853.98)
PLUS: HS Student Activities Transp.	12,912.19
LESS: Spec. Educ.(Conway Only)	(324,593.59)
LESS: Spec. Educ. Psych. (2140) (Conway Only)	(892.50)
TOTAL FOR TUITION CALCULATION	\$4,243,410.19
DIVIDED BY 1996-97 HIGH SCHOOL ADM	716.4
	\$5,923.24
PLUS 2% RENTAL CHARGE	\$350.74
1997-1998 CONWAY HIGH SCHOOL TUITION RATE	\$6,273.98

G&C

GRZELAK AND COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

Laconia Office (603) 524-6734  
FAX (603) 524-6071

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American Institute of Certified  
Public Accountants (AICPA)  
New Hampshire Society of  
Certified Public Accountants  
AICPA Division for CPA Firms—  
Private Companies Practice Section

## INDEPENDENT AUDITOR'S REPORT

To the Board  
School Administrative Unit #9  
Conway, New Hampshire

We have audited the accompanying general-purpose financial statements of the School Administrative Unit #9 as of and for the year ended June 30, 1997, as listed in the table of contents. These general-purpose financial statements are the responsibility of the School Administrative Unit #9 management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general-purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general-purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general-purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general-purpose financial statements referred to above do not include the General Fixed Assets Account Group, which should be included to conform with generally accepted accounting principles. The amounts that should be recorded in the General Fixed Assets Account Group are not known.

In our opinion, except for the effect on the general-purpose financial statements of the omission described in the preceding paragraph, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the School Administrative Unit #9 as of June 30, 1997, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

*Grzelak + Company, P.C.*

GRZELAK AND COMPANY, P.C., CPA's

Laconia, New Hampshire

August 1, 1997

SCHOOL ADMINISTRATIVE UNIT NO. 9  
1998-1999 Budget

	Func- tion	Adopted Budget <u>1997-98</u>	Adopted Budget <u>1998-99</u>	Albany's Share 1.79% <u>1998-99</u>
Regular Education	1100	\$ 26,348	\$ 10,473	\$ 187.64
Special Education	2190	145,133	144,030	2,580.57
Improvement of Inst.	2210	11,800	13,200	236.50
School Board Services	2310	22,135	10,448	187.19
Superintendent	2320	152,313	165,483	2,964.94
Asst. Superintendent	2321	85,238	82,003	1,469.24
Business/Finance	2521	204,524	204,238	3,659.30
Operations/Maintenance	2540	<u>29,151</u>	<u>20,762</u>	<u>\$ 371.99</u>
Gross Budget Total		\$676,642	\$650,637	\$11,657.37
Plus Federal Projects		+ 10,000	+ 65,000	+ 1,164.60
Minus Estimated Revenue		<u>- 32,300</u>	<u>- 73,500</u>	<u>- 1,316.89</u>
Net Total Expenses		\$654,342	\$642,137	\$11,505.08
(District Apportionment)				

ENROLLMENT

(as of November 30, 1997)

Total K-6 .... 83

Total 7-12 .... 44

Kindergarten	11	Grade 7	12
Transition	1	Grade 8	5
Grade 1	15	Grade 9	12
Grade 2	10	Grade 10	5
Grade 3	12	Grade 11	6
Grade 4	10	Grade 12	4
Grade 5	12		
Grade 6	12		

## **NOTES**



